



How to Start a Business in Indiana Checklist

1. Form your business.

1.1. Review formation options in Indiana.

There are 7 main types of business entities in Indiana. Choose the one that suits your business best.

1.2. Name your business.

After checking to see that your name does not exist, you can reserve your business name with the state.

1.3. Get an employer identification number.

Apply for an EIN with the IRS.

1.4. Register your business in Indiana.

Sole proprietorships and general partnerships do not have to file with the state. All other business structures must file online via the Indiana Secretary of State.

1.5. Obtain necessary permits and licenses.

Do a search on the government website to see if your business requires any special licenses/permits. If you do, apply for them online.

2. Register your business for taxes.

2.1. Register with the Indiana Department of Revenue.

This ensures that you can file your tax returns with the Department of Revenue.

2.2. Register for withholding tax.

All businesses with employees need to register for withholding tax.

2.3. Register for sales and use tax.

All businesses that sell or lease tangible personal property need to register as a retail merchant in Indiana.

2.4. Register for Unemployment Insurance (UI) tax.

All businesses with employees must pay unemployment insurance tax on each employee's wages.

2.5. Register for corporate income tax.

All corporations must pay corporate income tax in Indiana.

3. Hire employees.

3.1. Report to the Indiana New Hire Reporting Center.

Report all new and returning employees within 20 days of hiring.

3.2. Obtain Workers' Compensation Insurance.

Employers with one or more employees are required to carry workers' compensation insurance.

3.3. Display mandatory posters in your place of business.

By law, Indiana businesses must prominently display the required labor law posters in the workplace.