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## How to Start a Business in Tennessee Checklist

### 1. Form your business.

#### 1.1. Review Tennessee formation options.

There are four main types of legal business structures recognized in Tennessee. Choose the one that suits your business.

#### 1.2. Name your business.

Once you've verified that your ideal business name is available, you can register it with the Tennessee Secretary of State.

#### 1.3. Get an Employer Identification Number.

Obtain your EIN from the IRS website.

#### 1.4. Register your business in Tennessee.

Complete and file formation documents with the Tennessee Secretary of State if you're starting an LLC, LP, LLP, or a corporation. Sole proprietorships and general partnerships do not need to file any formal documents.

#### 1.5. Obtain necessary permits and licenses.

Check the Tennessee state website to see if your business requires any special permits or licenses. The state of Tennessee does not have a statewide business license. However, depending on your business, you may need one from a local office.

### 2. Register your business for taxes.

#### 2.1. Register for a sales and use tax.

Apply for a seller's permit from the Tennessee Department of Revenue.

2.2. Register for Tennessee business tax.

Register your business for withholding tax with the Tennessee Department of Revenue.

2.3. Register for gross receipts tax.

Apply for gross receipts tax with the Tennessee Department of Revenue.

2.4. Register for unemployment insurance tax.

Find out if your business is liable for unemployment insurance tax by visiting the Tennessee Department of Labor and Workforce Development website. If your business qualifies, apply for an eight-digit employer account number.

**3. Hire employees and report them to the state.**

3.1. Go to the Tennessee Department of Human Services website.

All new or rehired employees must be reported within 20 days of employment. You can register all employees on the Department of Human Services website.

3.2. Obtain Workers' Compensation Insurance.

Visit the Department of Labor and Workforce Development to find out more about workers' compensation and rates. The Bureau of Workers' Compensation offers a variety of resources to help you through the process.

3.3. Display mandatory posters in your place of business.

Tennessee law requires that all employees display information about employee wages, decimation in the workplace, and more. You can find a list of printable posters on the Department of Labor and Workforce Development's website.