



How to Start a Business in Alaska Checklist

1. Form your business.

1.1. Review Alaska formation options.

There are three basic options for formatting your business; read through each option carefully and choose the best one for your business needs.

1.2. Name your business.

Make sure that your chosen name is available before filing a Business Name Registration with the Alaskan Department of Commerce.

1.3. Get an Employer Identification Number.

Apply for an EIN with the IRS.

1.4. Register your business in Alaska.

Register through the Division of Corporations, Business, and Professional Licensing by filing the appropriate articles or certificate.

1.5. Obtain necessary permits and licenses.

Apply for a state business license and check with the Alaskan Department of Commerce for other licensing requirements based on your industry.

2. Register your business for taxes.

2.1. Familiarize yourself with your tax obligations.

Learn more about Alaska's taxes on the Department of Revenue's Tax Division website.

2.2. Register for industry-specific state taxes.

Search the Alaska Department of Revenue's tax types page for information on your specific industry.

3. Hire employees.

3.1. Report new hires.

Report all new hires to the Alaska Department of Revenue through the myAlaska portal.

3.2. Set up your payroll.

Using a payroll software will help you to keep track of payroll taxes, including Federal Income Tax Withholding, Social Security & Medicare, and Unemployment Insurance.

3.3. Get insurance.

Get workers' compensation and unemployment and disability insurance through the Alaska Department of Labor & Workforce Development.

3.4. Put up mandatory posters and notices.

Download and print these posters for free from the Alaska Department of Labor and Workforce Division website.