



How to Start a Business in Connecticut Checklist

1. Form your business.

1.1. Review formation options in Connecticut.

Review the four types of legal structures available and choose the structure that suits your business's tax requirements.

1.2. Name your business.

Brainstorm name ideas, check name availability, and register it with the Secretary of State.

1.3. Get an Employer Identification Number.

Apply for an EIN with the IRS.

1.4. Register your business in Connecticut.

Complete and file formation documents with the Connecticut Secretary of State. Sole proprietorships and general partnerships do not need to file any formal papers.

1.5. Obtain necessary permits and licenses.

Visit the Connecticut Licensing Info Center for more information on the types of permits and licenses you need to start your business.

2. Register your business for taxes.

2.1. Register for a sales or vendor's use tax.

You can apply for sales tax, file, and make payments using the Taxpayer Service Center (TSC).

2.2. Register for withholding tax.

You can file electronically with the Taxpayer Service Center (TSC), or you can download the registration form and hand it in to a local government office.

2.3. Register for corporation business tax.

Find out if your business qualifies for corporation business tax. If liable, you'll need to file a Corporation Business Tax Return and make payments electronically by using the Taxpayer Service Center (TSC).

3. Hire employees and report them to the state.

3.1. Go to the Connecticut Department of Labor Website.

All employees must be reported to the New Hires division of the Department of Labor.

3.2. Obtain Workers' Compensation Insurance.

Check out the State of Connecticut Workers' Compensation Commission website for more information on claims and rates.

3.3. Display mandatory posters in your place of business.

Display state-mandated posters in populated workspaces.