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## How to Start a Business in Kentucky Checklist

### 1. Form your business.

#### 1.1. Review Kentucky formation options.

There are four main types of legal business structures recognized in Kentucky. Choose the one that works for your business.

#### 1.2. Name your business.

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

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

Obtain your EIN from the IRS website.

#### 1.4. Register your business in Kentucky.

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

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

Read through the Kentucky state website to see if your business requires any special permits or licenses. The state of Kentucky 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 Kentucky Department of Revenue.

2.2. Register for withholding tax.

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

2.3. Register for unemployment insurance tax.

Find out if your business is liable for unemployment insurance tax by visiting the Kentucky Career Center 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 Kentucky New Hire Reporting Center website.

All new or rehired employees must be reported within 20 days of employment.

You can register all employees on the New Hire Reporting Center website.

3.2. Obtain Workers' Compensation Insurance.

Visit the Labor Cabinet website to find out more about workers' compensation and rates.

3.3. Display mandatory posters in your place of business.

Kentucky law requires that all employees display information about employee wages, discrimination in the workplace, and more.