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## How to Start a Business in Oklahoma Checklist

### 1. Form your business.

#### 1.1. Review Oklahoma formation options.

There are four main types of formations in Oklahoma. Choose the one that best suits your business.

#### 1.2. Name your business.

After checking to see your name does not exist, register your business name with the Secretary of State.

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

Apply for an Employer Identification Number at the IRS.

#### 1.4. Register your business in Oklahoma.

Sole proprietorships and general partners do not need to file with the state. LLCs and corporations must file online.

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

Check the Department of Commerce website to see if your business requires any special licenses. If you do, apply for them online.

### 2. Register your business for taxes.

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

Register for a sales tax permit at the Oklahoma Tax Commission.

#### 2.2. Pay Franchise Tax.

The due date for franchise tax is July 1.

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

3.1. Register new employees with the Oklahoma Employment Security Commission.

New employees should be reported within 20 days of employment.

3.2. Obtain workers' compensation insurance.

This is mandatory for businesses employing more than one worker.