

STARTING A BUSINESS

There are a number of steps to undertake before you can work for yourself. A good place to start is by seeking assistance at www.business.gov.au which outlines essential tasks you should follow up, as well as providing a wealth of information and advice on a wide range of topics.

Where to start?

Apply for an Australian Business Number (ABN)

This is the first step, and can be done simply and immediately online at <https://abr.gov.au/>

Seek advice from an accountant

Issues such as registering for GST, the tax benefits of different business structures and how to keep track of your expenses are all questions that an accountant can assist with.

Will you use a Trading Name?

If you want to use a business name then it needs to be registered, and it needs to be unique. Search online at the **ASIC Identical Names Check** to see what's already been registered.

Do you need a permit or license?

Depending on the type of business you operate, you might need to apply for permits or licenses from your local council, state or federal governments. The **Australian Government's Australian Business Licence and Information Service (ABLIS)** is a step by step tool that asks you a series of questions about your business and supplies you with a list of permits and licenses to follow up at the end.

Do you need a professional registration?

Many industries require a registration in order to trade in that profession. Some may not require it, though it could still be highly recommended in order for your business to have credibility. Check with your industry's professional association for advice.

Do you need insurance?

In order to operate your business you may need insurance. Some professional associations offer insurance as part of their membership. In other cases

you might need to take out your own insurance policy. For advice on your insurance needs, and other items see the **Starting Your Business Checklist**.

Are you going to have a website?

If you decide a website is for you, you will need to register the domain name of your choice, see the **.AU Domain Administration** for available domains and accredited registrars. Don't forget you'll need to have a website design, and have it hosted to get it onto the internet as well. Wordpress or Squarespace provide free and paid options to build and host your own.

For more information:

Australian Government Business site
www.business.gov.au

Starting Your Business checklist
<https://www.business.gov.au/Info/Plan-and-Start/Templates-and-tools/Checklists/Starting-your-business-checklist>

ASIC Identical Names Check
https://connectonline.asic.gov.au/RegistrySearch/faces/landing/bn/SearchBnRegisters.jspx?_adf.ctrl-state=14toq1nab_18

Australian Business Licence and Information Service (ABLIS)
<https://ablis.business.gov.au/>

.AU Domain Administration Ltd
<http://www.auda.org.au/>

Townsville Business Development Centre
<https://www.tbdc.com.au/>

Website design and hosting options:
www.wordpress.com
www.squarespace.com