

START

Start Strong

The essentials for a clean launch



Before you launch

- ☐ Confirm the customer, offer, price, and cost to deliver.
- ☐ Confirm the entity, ownership, business name, licenses, and insurance.
- ☐ Get the required tax IDs and registrations with the right advisor.

Separate and record the money

- ☐ Open dedicated business checking, savings, and card accounts.
- ☐ Choose how customers will pay and where deposits will land.
- ☐ Set up bookkeeping categories, bank feeds, and receipt capture.

Create the monthly routine

- ☐ Assign who categorizes transactions and who reviews the books.
- ☐ Reconcile every bank and card account each month.
- ☐ Review cash, revenue, expenses, profit, and upcoming obligations.

Protect the foundation

- ☐ Use written customer agreements and clear payment terms.
- ☐ Keep tax, payroll, license, insurance, and annual filing dates on one calendar.
- ☐ Collect required employee or contractor documents before paying people.

Mark N/A when an item does not apply. Flag anything uncertain for the right advisor instead of guessing.

Want a second set of eyes?

Bring the unfinished items to ACB. We will separate what needs attention now from what can wait.

(866) ACB-0056 | info@acb-logistics.com | www.acb-logistics.com

Educational guide only. Confirm tax, legal, valuation, and wealth decisions with the appropriate advisor.