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## **Setting Up A New Business**

Here's some suggestions of steps you need to take when setting up a new business:

1. See an attorney to register with the Secretary of State and develop business agreements. Check out our article online regarding how to choose a business entity at: <https://borgidacpas.com/2021/how-to-choose-a-business-entity-type/>
2. Apply for Federal ID number online at:  
<https://sa.www4.irs.gov/modiein/individual/index.jsp>
3. Apply for State ID number thru MyConneCT at:  
<https://portal.ct.gov/DRS/Businesses/New-Business-Portal/Registration-Information>
4. If you have employees you will need to register with the CT Dept of Labor at:  
<https://www.ctdol.state.ct.us/uitax/RegisterReq.htm>
5. If you have employees you will also have to register for the CT Family Leave at:  
[https://ctpaidleave.org/s/prepare-for-registration?language=en\\_US](https://ctpaidleave.org/s/prepare-for-registration?language=en_US)
6. If you have more than 5 employees you need to register at MyCTSavings :  
<https://myctsavings.com/employers/program-details>

### **Next Steps:**

When you are ready to file a tax return we will issue you a work authorization/letter of engagement for your signature prior to commencing work on your return.

See our [Business Information Checklist \(https://borgidacpas.com/wp-content/uploads/2022/11/Business-Information-Checklist.pdf\)](https://borgidacpas.com/wp-content/uploads/2022/11/Business-Information-Checklist.pdf) for documents we will need to prepare your return.

If you have any questions, please feel free to contact us for further details.

Borgida & Company, P.C.