

MAKE IT OFFICIAL: BUSINESS REGISTRATIONS, LICENSES, PERMITS, TAX ID #'s, ARTICLES of INCORPORATION, PATENTS & TRADEMARKS

	Governing Agency	Purpose	Document Name/ID Number/Mark
LOCAL city/county	Register of Deeds Tax Office Zoning Office City Hall/County Seat	registration of your business name (sole proprietor) assessment of your business property for tax purposes authorization, new construction/compliance for business in home tracking & regulation of select business types	Certificate of Assumed Name Business Property Tax Listing/Acct # Zoning Permit Privilege License
STATE	NC Secretary of State NC Dept Revenue NC Dept Revenue NC Secretary of State	formation of a corporation (C or S Corp, LLC, LLP) id # for your state income tax & employee payroll withholdings AND id # for your sales & usage tax remittances tracking & regulation of select business types protection for a unique company or product name/logo	Articles of Incorporation Business Registration Application Privilege License Application Trademark Application
FEDERAL	IRS Internal Revenue Service US Patent & Trademark Office	id # for your federal income tax & employee payroll withholdings protection for a unique company or product name/logo	EIN # (Employer Identification Number) Trademark Application

FORMS ON LINE:

Certificate of Assumed Name Application (choose appropriate entity, complete/submit to local Register of Deeds)

<http://www.nccommerce.com/en/BusinessServices/StartYourBusiness/Forms>

Catawba County Business Property Tax Listing Form (complete/submit to local Tax Office)

<http://www.co.catawba.nc.us/depts/tax/BusinessPPT.pdf>

<http://www.co.catawba.nc.us/depts/tax/BLform.pdf>

Alexander County Business Property Listing Form (complete/submit to local Tax Office)

<http://www.alexandercountync.gov/index/pdf/BusinessPropertyListing2006.pdf>

NC Articles of Incorporation: C Corp, S Corp, LLC, LLP (complete/submit on line)

<http://www.secretary.state.nc.us/Corporations/>

NC Business Registration Applic: ID#'s Income Tax Withhldgs, Sales/Use & Fuel Taxes (complete/submit online)

<http://www.dorn.com/electronic/registration>

NC Privilege License App, Professionals, Loan Agencies, Ck Cashers, Pawnbrokers (complete/submit on line)

<http://www.dor.state.nc.us/downloads/B202A.pdf>

NC Trademark Application (complete/submit on line)

<http://www.secretary.state.nc.us/trademrk/TMForms.aspx>

Federal EIN Application (complete/submit on-line)

<http://www.irs.gov/businesses/small/article/0,,id=98350,00.html>

US Trademark Application (complete/submit on-line)

<http://www.uspto.gov/teas/eTEASpageA.htm>



CITY, COUNTY STATE RESOURCES

City Planning	
Hickory	828-261-2230
Taylorsville	828-632-2218
Register of Deeds	
Catawba	828-465-1573
Alexander	828-632-3152
Tax Office	
Catawba	828-465-8414
Alexander	828-632-4346
Zoning Dept	
Catawba	828-465-8380
Alexander	828-632-1000
NC Commerce	800-228-8443
NC Secretary State	919-807-2225
NC Dept of Revenue	
Hickory	828-327-7474
Raleigh	919-733-3991
NC Dept Labor	919-856-4770
NC Empl Sec Comm	828-466-5535
Patent & Trademark Office	
State	919-807-2162
Federal	800-786-9199
Economic Development	
Catawba	828-267-1564
Alexander	828-632-1161
Chambers of Commerce	
Catawba County	828-328-6000
Alexander County	828-632-8141