

Starting a Business in Wetaskiwin

Checklist

1 STEP ONE: PLAN

Ensure that this business is the right decision for you:

Take the [Entrepreneurial Potential Self-Assessment](#)

Evaluate your business idea:

BDC: [Are you ready to apply for a business loan?](#)

Entrepreneur: [Idea Evaluation Checklist](#)

Find out if your business is permitted in the City of Wetaskiwin:

Check out the City of Wetaskiwin [Land Use Bylaws](#)

View the City of Wetaskiwin [Land Uses Map](#)

Decide on the structure of your business:

Government of Alberta: [Legal Structure of your Business](#)

The Business Link: [Structuring your Business](#)

Do market research:

The Business Link: [Research Guide and Resources](#)

BDC: [A Practical Guide to Market Research](#)

Prepare a business plan:

The Business Link: [Interactive Business Plan Builder](#)

The Business Link: [Creating a Business Plan](#)

Choose a location for your business:

View the City of Wetaskiwin [Commercial Properties for Sale or Lease](#)

BDC: [How to Choose the Right Location for Your Business](#)

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2 STEP TWO: NAMING YOUR BUSINESS

- ☐ **Name your business:**
 - Government of Canada: [Choosing a Business Name](#)
 - SBBC: [Choosing a Business Name Made Easy](#)
- ☐ **Find out if the Name is Taken:**
 - [NUANS Name Search](#)

3 STEP THREE: REGISTER

- ☐ **Register your business name**
 - [Alberta Registry](#)
- ☐ **Register your business with the Government:**
 - [Government of Canada](#)
- ☐ **Choose and register a web domain:**
 - Before registering your name, find out if the [website domain](#) is available

4 STEP FOUR: SUBMIT BUSINESS APPLICATIONS

- ☐ **[Corporate Income Tax](#)**
- ☐ **[City of Wetaskiwin Business License Application](#)**
- ☐ **[Canada Revenue Agency Accounts](#)**
- ☐ **[Goods and Services Tax - GST](#)**
- ☐ **[Workers Compensation](#)**
- ☐ **[Payroll Deductions](#)**

5 STEP FIVE: GET INSURANCE:

- ☐ **Ensure your business is protected**
 - Insurance Bureau of Canada: [Business Insurance Coverage](#)

6 STEP SIX: BANKING:

- ☐ **Set-up a business banking account**
 - Ask your bank what documents they require for registration

7 STEP SEVEN: GET BUSINESS SUPPORT & FINANCING:

- ☐ **Do your research on funding options and available grants:**
 - Business Link: [Financing](#)
 - Alberta Government: [Small Business Resources](#)
 - City of Wetaskiwin: [Business Resources](#)

City of Wetaskiwin Economic Development