

The Thriving Small Business' Resource List

DISCLAIMER: This outline is a general guide. Be sure to contact an attorney if you have questions or specific issues that need to be addressed.

From accounting to zoning, there are so many resources out there – people, software, organizations, and more – created just for helping small businesses get started and succeed. We've put together a list of potential resources created to help you begin, run, advertise, and grow your business, and thrive.

Lawyers

There are many ways a transactional lawyer can optimize your operations and help you make sure you're in compliance with important contractual obligations, employment, permitting and zoning laws, and that your business is protected in the ways you want it to be. We think it's important to be <u>choosy</u> <u>when choosing</u> a lawyer. Don't be afraid to ask about all of the things they could help you with. Many offer free consultations, and a good lawyer knows their own specialties and will be able to help you find someone with the expertise you are looking for. Here are a few ways they may be able to help you that you might not have thought of:

- <u>Entity formation</u> and the appropriate formational documents
- <u>Contracts</u>
- Intellectual property
- Zoning/Permitting
- Employment considerations
- <u>Leases</u> and real estate transactions
- Other specifics for your business

Accountants

An accountant is a great resource for helping you understand your business's tax liability and to make sure you have filed everything as required. Speak to an accountant to help with:

- What taxes you are subject to, such as sales or local services taxes
- File your taxes
- Develop a tax strategy that helps you avoid over-paying, tax penalties or other potentially costly tax errors
- Bookkeeping
- And more

Insurance

Insurance is a great first line of defense in the event you get sued or something else happens to the property you own or rent for your business. If your business does any in-person work or you have a

©2022 Trellis Legal, LLC. This is not an exhaustive list of legal needs or considerations but rather a few common terms and issues. This is drafted by a Pennsylvania attorney. If you are out of state, please ensure you speak with an attorney in your state. Trellis Legal resources are provided free of charge as informational. They do not constitute specific legal advice or create an attorney-client relationship. If you have specific questions about how you should use the resource or about your unique situation, please speak with an attorney.

store or venue, having insurance is crucial to covering costs if you get sued, or even if there is a fire or accident.

Examples of insurance you might want include:

- **General Liability Insurance,** which helps protect from claims around bodily injury, property damage to another's, or personal injury
- **Commercial Property Insurance** helps protect any building or equipment owned and rented that you use.
- Business income insurance or business interruption insurance helps recover any lost income you may have due to property damage, and could also include coverage to pay payroll, rent, or payroll depending on the policy.
- Others include: workers' compensation insurance, data breach insurance, professional liability insurance, an umbrella policy, or automobile insurance for your employees or business automobiles.

Business Development Centers, Incubators, and Technology Accelerators

Small Business Development Centers provide counseling and training to small businesses including helping them get started, secure funding, and access other informational tools and resources for getting started. A business incubator is a development center specially designed to help startups innovate and grow. They often help new ventures secure and find funding, whether through grants or loans. A few places you might find local centers near you:

- The <u>US Small Business Administration</u> has development centers across the country
- Local universities and colleges
- Non-profit development corporations
- For-profit ventures
- Venture capital firms

Others

A few other resources that might make your life as a business owner easier:

- **Software** Every day, new software is coming forward that helps businesses with their bookkeeping, calendars, website management, inventory, record keeping and more.
- Marketing Working with a marketing and advertising firm can help you understand what specific types of marketing would work best for your business. Whether it's social media or more traditional forms of marketing.
- **Trade Groups** There are a bunch of groups created by like-minded individuals working in your industry and they're a great way to find mentors, get advice, and get educated on current industry trends.

Trellis Legal, LLC has worked with all kinds of wonderful accountants, insurance agents, financial coaches and advisors, and we have more specific resources that we'd love to share with you. Don't hesitate to shoot us an email if you'd like specific contacts that we might know in your area!

^{©2021} Trellis Legal, LLC. This is not an exhaustive list of legal needs or considerations but rather a few common terms and issues. This is drafted by a Pennsylvania attorney. If you are out of state, please ensure you speak with an attorney in your state. Trellis Legal resources are provided free of charge as informational. They do not constitute specific legal advice or create an attorney-client relationship. If you have specific questions about how you should use the resource or about your unique situation, please speak with an attorney.