



Business Roadmap for Starting a New Business in the City of Miami

Key Indicator 1: Business Structure

- Description: Determine the legal structure of your business (sole proprietorship, partnership, LLC, corporation).
- Website Link: https://www.miami.gov/files/assets/public/v/1/document-resources/pdfs/docs/human-services/miami-business-solutions-guide_508.pdf
- Pricing: Free

Key Indicator 2: Business Name

- Description: Choose a unique business name and check availability with the Florida Division of Corporations.
- Website Link: Florida Division of Corporations: <https://dos.fl.gov/sunbiz/>
- Pricing: Filing fee for registering a fictitious name (\$50)

Key Indicator 3: Obtain Federal EIN Number

- Description: Apply for an Employer Identification Number (EIN) from the IRS.
- Website Link: IRS EIN Application: <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>
- Pricing: Free

Key Indicator 4: Register with Sunbiz

- Description: Register your business with the Florida Department of State, Division of Corporations.
- Website Link: SunBiz: <https://dos.fl.gov/sunbiz/>
- Pricing: Filing fees vary based on business structure



Key Indicator 5: Register for State Business Tax

- Description: Register for Florida sales tax if applicable.
- Website Link: Florida Department of Revenue: https://floridarevenue.com/Pages/info_business.aspx
- Pricing : Varies bases o the sales tax rate and revenue

Key Indicator 6: Obtain Business License

- Description: Apply for a business tax receipt (BTR) from the City of Miami.
- Website Link: City of Miami Business Licensing: <https://www.miami.gov/Business-Licenses>
- Pricing: Varies based on business type and location

Key Indicator 7: Hiring Employees - Liability Status Application

- Description: Determine your liability status (sole proprietor, partnership, LLC, corporation) and register with the Florida Department of Revenue for employer withholding taxes.
- Website Link: Florida Department of Revenue: <https://floridarevenue.com/>
- Pricing: No direct fee, but potential tax implications

Key Indicator 8: Selling Alcohol or Tobacco

- Description: Obtain additional licenses from the Florida Division of Alcoholic Beverages and Tobacco (ABT).
- Website Link: Florida Division of Alcoholic Beverages and Tobacco: <https://www2.myfloridalicense.com/alcoholic-beverages-and-tobacco/>
- Pricing: Varies based on license type and location



Key Indicator 9: Liability Status

- Description: Maintain your chosen business structure and comply with state and federal regulations to protect personal assets.
- Website Link: N/A (Consult with an attorney for personalized advice)
- Pricing: Varies based on legal fees

Key Indicator 10: Obtain Additional Licenses

- Description: Research and obtain any additional licenses required for your specific business, such as zoning permits or professional licenses.
- Website Link: City of Miami: <https://www.miami.gov/Home>
- Pricing: Varies based on license type and location