

There are a number of steps to undertake before you can work for yourself. A good place to start is by referring to the <u>Guide to Starting a Business</u> which outlines essential tasks you should follow up, as well as providing a wealth of information and advice.

Where to start?

Apply for an Australian Business Number (ABN)

This is the first step, and can be done simply and immediately online at **Business Registration**<u>Service</u>.

Seek advice from an accountant

Issues such as registering for GST, the tax benefits of different business structures and how to keep track of your expenses are all questions that an accountant can assist with.

Will you use a Trading Name?

If you want to use a business name then it needs to be registered, and it needs to be unique. Search online at <u>ASIC Identical Name Check</u> to see

Do you need a permit or license?

Depending on the type of business you operate, you might need to apply for permits or licenses from your local council, state or federal governments. The <u>Australian</u>

Business Licence and Information Service

(ABLIS) is a step by step tool that asks you a series of questions about your business and supplies you with a list of permits and licenses to follow up at the end.

Do you need a professional registration?

JCU Careers and Employability

jcu.edu.au/careers careers@jcu.edu.au Ph: 1800 246 446 (Option 5)

