

# How do I start a company?

The next step is the formation of a business entity. A business entity is an organization created by an individual or individuals to conduct business, engage in a trade, or partake in similar activities. Below is a checklist of activities for company formation. The list of tasks is covered in the annual TTU Accelerator program.

- Create a company name
- Check name availability and trademark availability
- Buy domain name and find a website content management system
- Register company with your state
- Obtain an EIN
- Open a business bank account
- Execute an Operating Agreement
- Execute a Management Agreement, LLC Agreement Amendment, and/or LLC Agreement Joinder

## — If your company is based on technology owned by Texas Tech University System:

- Execute an Option Agreement
- Execute a License Agreement

## — If applying for SBIR/STTR funding (see pages 49-53 for details):

- Obtain a DUNS number\*
- Obtain a CAGE code
- Register company with eRA Commons
- Register principal investors with eRA Commons
- Register with grants.gov
- Authorize AOR
- Register company with [sbir.gov](https://www.sbir.gov)

\* The DUNS number is expected to be replaced by a Unique Entity Identifier (UEI) by April 2022. Entities with a DUNS number will automatically receive a UEI. Entities without a DUNS number will receive a UEI when registering in SAM.gov.