

Business Start-Up Checklist

Requirements may vary depending on your business activities. Use this as a starting guide and refer to other resources for more information about your particular business.

Business Plan

The first step is putting your idea down on paper. A good business plan makes starting a business much easier. For help on starting your business or writing the plan, try contacting area small business centers.

Local Small Business Resources:

Small Business Center at Mitchell Community College

701 West Front Street Statesville, NC 28677

(704) 878-3229 phone (704) 878-4265 fax

<http://www.mitchellcc.edu/cec/small-bus/index.cfm>

Centralina Development Corp.

One Charlottetown Center

P.O. Box 34218 Charlotte, NC 28235

(704) 348-2735 phone (704) 372-1280 fax

<http://www.centralinacapital.com>

Small Business Technical Center

The Ben Craig Center

8701 Mallard Creek Road Charlotte, NC 28262

(704) 548-1090 phone (704) 548-9050 fax

<http://www.bencraigcenter.com/site/index.cfm>

SCORE (Service Corporation of Retired Executives)

6302 Fairview Road, Suite 300

Charlotte, NC 28210-2226

(704) 344-6576

www.score.org

Small Business Administration (SBA), www.sbaonline.sba.gov.

License Information

Local Information

County: <http://ncinfo.iog.unc.edu/library/counties.html>

City or Town: <http://ncinfo.iog.unc.edu/library/cities.html>

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- State and Federal Information**
Visit the North Carolina Business License Information Office (BLIO) at visit www.sosnc.com.

Visit the Department of Labor's Occupational Safety & Health for your business activity at www.dol.state.nc.us

For the Federal Information Center, visit www.info.gov.

Register your Business Name

Contact the Corporations Division at 919-807-2225 or visit them at www.sosnc.com for a corporation, LLC, LLP or Limited Partnership

Contact the County Register of Deeds to file business names for sole proprietorships, general partnerships or limited partnerships

File your Business Structure

For information on the types of Business Structures and to file your Business visit www.secretary.state.nc.us/corporations

Research Tax Information

The NC Department of Commerce has detailed information on local and state taxes: www.nccommerce.com/en/BusinessServices/StartYourBusiness/BusinessPlanningResources/Taxes

Research Employer Requirements

For information about Withholding Taxes, Workers Compensation, Occupational Safety and other Employer Issues visit:

www.nccommerce.com/en/BusinessServices/StartYourBusiness/EmployerIssues

Join the Mooresville-South Iredell Chamber of Commerce

After you have started your small business, join the Mooresville-South Iredell Chamber of Commerce and make plans for a ribbon-cutting and grand opening event. At that time you will also be eligible to host a Business Before Hours or Business After Hours networking event. For information about Chamber Membership, contact the Mooresville-South Iredell Chamber of Commerce, at (704) 664-3898.

Other Resources:

NC Department of Commerce: www.nccommerce.com

NC Secretary of State: www.sosnc.com

NC Department of Revenue: www.dornc.com

Mooresville-South Iredell Essential Services

Emergency Services

Mooresville Rescue Squad - 704-663-3660

South Iredell Volunteer Fire Department - 704-664-3043

Mooresville Fire Department - 704-664-1338

Lake Norman Volunteer Fire Department - 704-664-2468

Mooresville Fire Department Station #2 - 704-660-7740

Mooresville Police Department - 704-664-3311

Lake Norman Regional Medical Center - 704-660-4000

MSI Crimestoppers, Inc. - 704-658-9056

Mt. Mourne Volunteer Fire Department - 704-892-1530

Iredell Sheriff's Department - 704-878-3180

Iredell County Fire Marshall - 704-878-3035

Shepherd's Volunteer Fire Department - 704-663-1245

ALL EMERGENCY SERVICES ARE AVAILABLE THROUGH 911 SERVICES

Other Services

Electricity

Duke Energy
1-800-777-9898

Energy United
1-800-522-3793

PSNC Energy
1-877-776-2427

Trash & Garbage Pick-UP

Town of Mooresville
Attn: Frankie White, P.O. Box 878
Mooresville, NC 28115
704/664-4278

Benfield Sanitation
Attn: Jeff Benfield, 282 Scott Creek
Statesville, NC 28625
704/872-2668

Local Telephone

Windstream Communications
236 West Center Avenue, P.O. Box 689
Mooresville, NC 28115
Service & Billing Inquiries: 704-663-3010

Water

Water Department
413 Main Street
Mooresville, NC 28115
Billing & Service:704/663-3800

Trash Collection

Iredell County Garbage
Refuse Depot
Transfer Station - 4260 Twin
Oaks Road
Statesville, NC 28677
704/663-5314

Iredell County Garbage
Refuse Depot Transfer Station
Hwy. 150 West
Mooresville, NC 28117
704/663-5314

Drivers License

NC Driver's License Bureau
533 Patterson Avenue
Mooresville, NC 28115
704-664-3344

Gas

Public Service Co. of NC
1-877-776-2427

Cable Provider

Time Warner Cable
435 S. Broad Street
Mooresville, NC 28115
704/662-9009

Automobile & Boat Registration

NC Division of Motor Vehicles
125-3 N. Main St.
Mooresville, NC 28115
704/663-5472

Personal and Real Estate Tax

Iredell County Courthouse
202 South Center St.
Statesville, NC 28677
704/878-3000

Voter Registration

Iredell County Board of
Elections
200 S. Center St
Statesville, NC 28677
704-878-3140

Hunting & Fishing License

Wal Mart
169 Norman Station Blvd
Mooresville, NC 28117
704/664-5238

Gander Mountain
236 Norman Station Blvd.
Mooresville, NC 28115
704/658-0822

Transportation

Iredell County Area Transit System

[ICATS](#) provides Community Transportation Services to human service agencies and to general public through fixed routes and dial-a-ride requests. The system operates between the hours of 5:00 a.m. and 7:00 p.m. Monday-Friday.

Charlotte Area Transit System

For information on bus schedules, etc. Please call 704-336-RIDE. Website <http://www.ridetransit.org/>