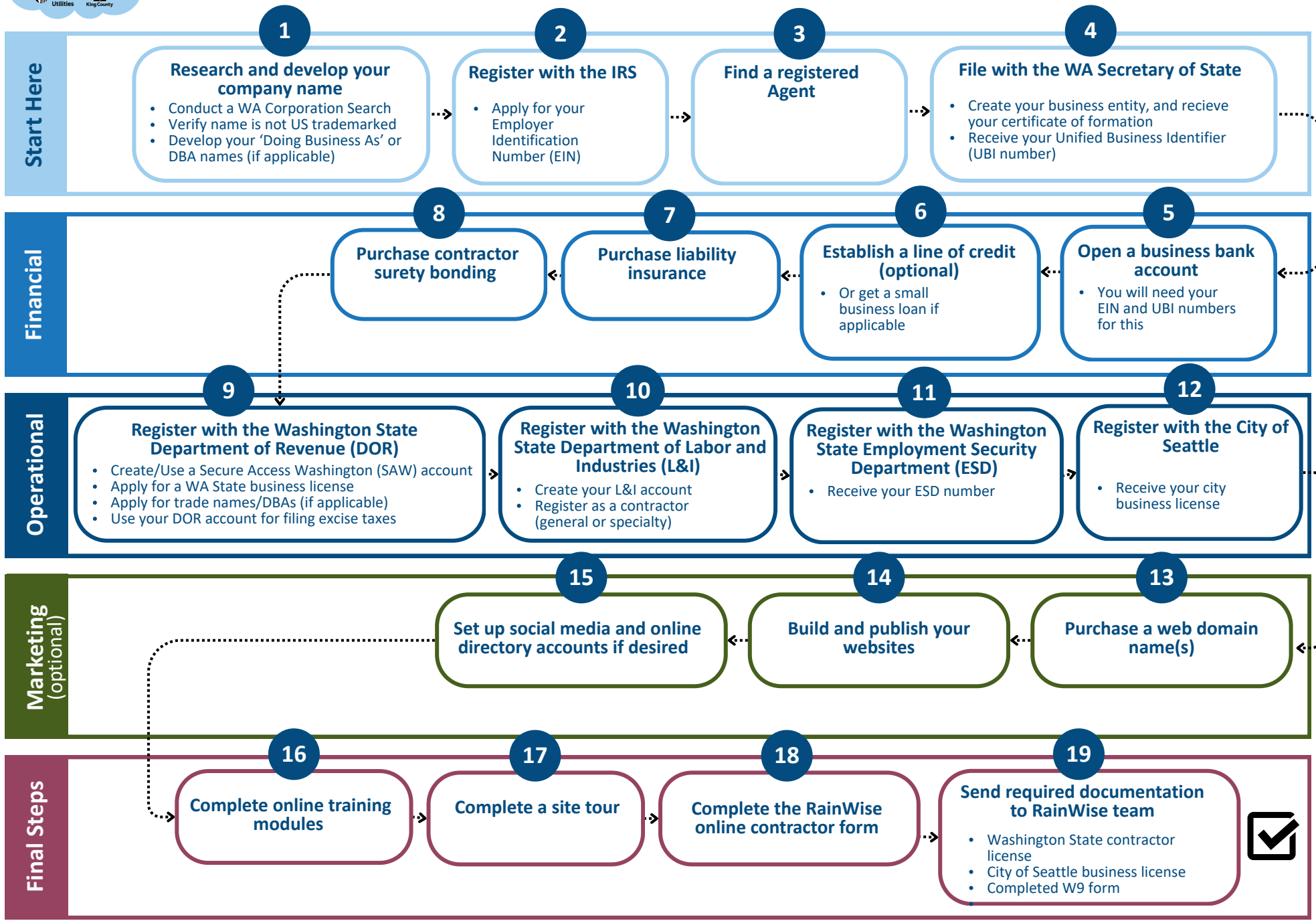


# How to start your RainWise Business



Start Here

1

**Research and develop your company name**

- Conduct a WA Corporation Search
- Verify name is not US trademarked
- Develop your 'Doing Business As' or DBA names (if applicable)

2

**Register with the IRS**

- Apply for your Employer Identification Number (EIN)

3

**Find a registered Agent**

4

**File with the WA Secretary of State**

- Create your business entity, and receive your certificate of formation
- Receive your Unified Business Identifier (UBI number)

Financial

8

**Purchase contractor surety bonding**

7

**Purchase liability insurance**

6

**Establish a line of credit (optional)**

- Or get a small business loan if applicable

5

**Open a business bank account**

- You will need your EIN and UBI numbers for this

Operational

9

**Register with the Washington State Department of Revenue (DOR)**

- Create/Use a Secure Access Washington (SAW) account
- Apply for a WA State business license
- Apply for trade names/DBAs (if applicable)
- Use your DOR account for filing excise taxes

10

**Register with the Washington State Department of Labor and Industries (L&I)**

- Create your L&I account
- Register as a contractor (general or specialty)

11

**Register with the Washington State Employment Security Department (ESD)**

- Receive your ESD number

12

**Register with the City of Seattle**

- Receive your city business license

Marketing (optional)

15

**Set up social media and online directory accounts if desired**

14

**Build and publish your websites**

13

**Purchase a web domain name(s)**

Final Steps

16

**Complete online training modules**

17

**Complete a site tour**

18

**Complete the RainWise online contractor form**

19

**Send required documentation to RainWise team**

- Washington State contractor license
- City of Seattle business license
- Completed W9 form

