

Follow our step by step checklist to get started.



Step 1: Get your business address or Premises Waiver

Whether you are self-employed, registering a business name or setting up a limited company, you will need a business address first. If you think you may qualify for a premises waiver, check with the OFT before applying.

Step 2:



SELF-EMPLOYED

- ☐ Register with OFT
- ☐ Register with Tax Office
- ☐ Register with ETB



BUSINESS NAME

- ☐ Register with OFT
- ☐ Register business name with Companies House
- ☐ Register with Tax Office
- ☐ Register with ETB



COMPANY - LTD.

- ☐ Use Management Company to incorporate
- ☐ Apply to OFT
- ☐ Register with ETB
- ☐ Register with Tax Office



Renew your OFT & ETB registrations every year.
If registering a Business Name, submit annual return to Companies House

