



Local Roots, Global Reach

ISLE OF WIGHT COUNTY, VIRGINIA

Starting a Limited Liability Company

Limited Liability Companies have limited legal liability like a full corporation. However, for tax purposes, you can choose to be taxed similar to a Sole Proprietorship or General Partnership, or like a corporation. For more information, talk to your accountant and the IRS.

Business Name: If you are doing business under a name other than the owner's legal name, you must register a Business Trade Name (Certificate of Assumed or Fictitious Name Form) with the State Corporation Commission.

Individuals/businesses can go online to scc.virginia.gov to create an account, register the name of the business, and pay the applicable fee. This applies to all assumed/fictitious names, LLC's, corporations, etc. You can check business name availability by going to Business Entity Search on the SCC website. To register an assumed or fictitious name, the fee is \$10.00 for individuals and entities. For additional information, customers can call the SCC at 804-371-9733 or 1-866-722-2551.

Federal Note: If you want to protect your business name outside of your state, you will need to register your business name at the [US Patent and Trademark Office](#).

File your LLC at the Virginia's State Corporation Commission by either:

- Registering online at scc.virginia.gov
- Complete [Articles of Organization \(Form LLC-1011\)](#) and submit the original signed articles with the filing fee in the amount of \$100 to the:

Clerk of the State Corporation Commission
P.O. Box 1197, Richmond, Virginia 23218-1197

Questions? Please call 804-371-9733 or 866-722-2551

If you choose to be taxed like a corporation (i.e. not through your personal tax forms), you must register your business with the Commonwealth of Virginia by:

- Filling out the [R-1](#) application and mailing it to:

Virginia Department of Taxation
Registration Unit
P.O. Box 1114, Richmond, VA 23218-1114
Fax: 804-367-2603

Obtain an Employer Identification Number (EIN) in one of three ways:

- Going to the [IRS's website](#)
- Calling the IRS at 800-829-4933
- Faxing or mailing the completed SS-4 application to:

**Internal Revenue Service
Attn: EIN Operation
Cincinnati, OH 45999
Fax: 859-669-5760**