

## TAX AND COMPLIANCE DUE DATES:

### AL-MUBDI ENTERPRISES LLC

#### BUSINESS TAXES DUE DATE: **APRIL 15<sup>TH</sup>**

Yearly requirements to file federal and state taxes for your business. A Single member LLC (SMLLC) files taxes through the owner's tax return. If you do not file personal taxes for any reason, please make sure to still file the necessary business renewals to keep your company compliant.

**Free tax consultation call us at 888-700-8213**

#### ANNUAL REPORT DUE DATE: SEPTEMBER 01ST

Oregon Limited Liability Companies are exempt from filing an Annual Report in the first year, subsequently the reports shall be due annually by anniversary date of the formation or qualification of the company. Failure to file this report in a timely manner can result in a late filing penalty and the possible suspension of your LLC.

**To file report call us at 888-700-8213**



**BUSINESS***Rocket.com*

# Confirmation of Completion

## COMPANY INFORMATION OVERVIEW

<b>COMPANY NAME:</b>	AL-MUBDI ENTERPRISES LLC
<b>STATE ID NUMBER:</b>	187178091
<b>FEDERAL TAX ID NUMBER:</b>	87-2806388
<b>FILE DATE:</b>	09/19/2021
<b>STATE OF FORMATION:</b>	OREGON
<b>BUSINESS STRUCTURE:</b>	SINGLE-MEMBER LLC

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## OWNERSHIP INFORMATION

<b>OWNERS NAME</b>	<b>OWNERSHIP PERCENTAGE</b>
MUHAMMAD REHAN KHAN	100%

TATEVIK NERSISYAN  
PROCESSING



ANGELA WARREN  
OFFICE SECRETARY

## Start-up Checklist:

### ○ Open Your Business Bank Account

Present these formation documents to your preferred banker and open a Checking Account for your Business.

- Make sure that ALL business transactions go through your business bank account. Do not use funds from your personal account on business expenses.

*Pro Tip – “Using your business account for personal transactions, or vice versa, can invalidate the liability protection otherwise inherent for LLC members. If you do need to spend money on business expenses when your business account balance is low, best practice is to transfer money to your business account as a capital contribution or loan, and then transact from the business account.”*

### ○ Open a Merchant Account

Establishing a merchant account enables you to accept credit card payments from clients. Be sure to use your entity name (LLC or Corporation) and EIN (Tax ID) number when applying for your merchant account.

- Need help? Call us at (888) 700-8213 and enjoy some of the lowest card processing rates in the industry.

*Pro Tip – “Setup a merchant account that makes processing payments convenient for your clients. Do not focus on the processing rates alone when you first start accepting credit cards. Accepting credit card payments often results in increased business revenue. Once your card processing volume has been established, you will be able to negotiate toward lower processing fees.”*

## ○ Annual Reporting Requirements

Oregon Limited Liability Companies are exempt from filing an Annual Report in the first year, subsequently the reports shall be due annually by anniversary date of the formation or qualification of the company. Failure to file this report in a timely manner can result in a possible suspension of your company and a government penalty.

- BusinessRocket clients can call us at (888) 700-8213 and receive a 50% discount on our Annual Report filing fee.

*Pro Tip – “After registering your business, you may receive solicitations that appear deceptively similar to official government correspondence. Do not pay any statement or invoice without careful inspection. Consult with us. If you are concerned about the authenticity of any request for payment of government fees related to your business, simply forward the correspondence to us at [DOCS@BUSINESSROCKET.COM](mailto:DOCS@BUSINESSROCKET.COM). We will evaluate the document and provide guidance toward its validity and the appropriate response.”*

## ○ Acquire a Business License

Your Business License should be obtained from the appropriate local government agency prior to generating any business income. A business license gives your company authority to operate in the city or county where you are established and conducting business.

- Need help? Call us at (888) 700-8213 and let us help obtain your business license. Service fees start at \$149.

*Pro Tip – “Obtain your business license a couple of weeks prior to generating business income. Requesting your business license too early can result in unnecessary fees. It is best to wait until your business is ready to operate.”*

## ○ **Acquire a Seller Permit**

Seller Permits are issued by the state to companies that sell tangible products. If your company only provides a service, you do not need a seller permit. However, if you plan to sell physical products, a seller permit will be required.

- Need help? Call us at (888) 700-8213 and let us help obtain your seller permit. Service fees start at \$149.

*Pro Tip – “Obtain your Seller Permit a couple of weeks prior to selling your products. If you apply for a Seller Permit too early, you may incur unnecessary fees. It is best to wait until your business is ready to operate.”*

## ○ **Prepare Monthly Profit and Loss Statements.**

A monthly profit and loss statement is simply a record of your total business income compared to expenses. This represents the financial status of your company for a given period.

- Need help? Call us at (888) 700-8213 and ask about bookkeeping services for companies of all sizes.

*Pro Tip – “Have your CPA review your Profit and Loss statement at least twice a year in order to ensure accurate reporting and better anticipate your tax obligations throughout the year. Your CPA can also recommend tax strategies that can help to maximize your deductions.”*

## ○ **Verify vendor information with Form W-9**

Form W-9 is required from your vendor if you plan to issue them a Form 1099 at the end of the year. Your company is eligible for automatic 1099 tax deductions by substantiating payments made to vendors who then report that income on their tax return.

- Need help? Call us at (888) 700-8213 and ask about business and personal tax preparation services.

*Pro Tip – “For tax reporting purposes, use Form W-9 to obtain accurate payee information such as Taxpayer ID or SSN prior to issuing any payments to vendors over \$200.”*

## ○ **Trademark your brand**

While a trademark is not required to operate your business, if you want legal standing to protect your brand name, slogan or logo from competitors and counterfeiting, you will need a registered trademark with the United States Patent and Trademark Office (USPTO).

- Need help? Call us at (888) 700-8213 for a free consultation.

*Pro Tip – “Research your competitor's trademarks before applying for your own. You can learn a lot about the industry and protection strategies by evaluating the competition.”*