



Complete Business Set Up



A business of your own

Your Business - Your Future

To start a business is an exciting thing to do and success can change your life and lifestyle. No doubt you have an idea for your business and are keen to get started, but you may be worried about all the “red tape” and burdens that come with being your own boss.

Now you can forget all the problems and trying to find out information about how to do things right, as for just a fee of £100 + Vat we will do everything for you, leaving you free to concentrate on your business and make a success of it.

About us

For over 30 years the National Business Register has helped hundreds of thousands of people start their own business and change their lives. We have been setting up enterprises since 1984, before the use of computers, the internet and mobile phones. Even faxes didn't exist then!

To set up a business was very bureaucratic and difficult to get going, and more businesses failed than were successful. Government rules and regulations made it hard for new starters and apart from actually just running your own business and making a profit there were, and indeed still are many time consuming issues that you need to deal with.

If you know you can sell your products and services then it is easier to be a success as we can handle issues that hold back entrepreneurs and waste their time and energy.

We will set up and maintain your business model and ensure all your key dates and form filing are complied with so you don't get behind with issues that will hinder your success.

Issues

Company or Business

Registered Office

Service Address

Tax

VAT

PAYE

Compliance

Website Design & Build

Web Hosting

Emails

Domain Name

Business Names

If you want to start a business as a sole trader or partnership, choosing a name for your business is one of the first and most important decisions you will make. We check to see if your chosen business name is not already in use, does not contain any sensitive terms (if so we will help you to obtain permission for use or suggest a suitable alternative) and meets all statutory requirements of the Companies Act 2006. It is then registered and protected against someone else copying your name, this is known as 'passing off'. Once registered, you will receive your Certificate of Registration.

Limited Company

We register your new venture as a limited company. This will provide limited liability, therefore protecting your personal assets, which a sole trader or partnership could not avoid. This is because as the company is a separate entity and hence has its own profits and debts - i.e. any debts incurred would be the company's debts and not the individuals. Full company documents will be supplied enabling you to open a business bank account and start trading.

Trade Marks

Registration of words, logos, or shapes can be done to create a unique brand. But you should use our online search system to make sure your business or company name is not already registered as a Trade Mark on either the UK or European trade mark registers. We can also do a one off full clearance search for peace of mind as an optional extra before you start in business. The clearance search is specialist work and we give 25% discount off the comprehensive clearance search and report fee.



Tax / PAYE

Registering for tax, national insurance and PAYE (pay as you earn) are one of the first and most important things to consider when setting up your business. We will help get your business registered with HM Revenue and Customs free of charge. This will ensure that your business complies with its financial obligations, giving you peace of mind and more time to concentrate on what you're best at, selling your products or services.

VAT

If you estimate that the financial turnover of your business will be above £81,000 p.a, or you wish to claim back some of your business start-up costs, you can register for Value added tax. You may also wish to acquire a Vat registration number as it can sometimes help with purchasing goods from trade suppliers. We will assist you in registering for Vat free of charge OR you can wait until your turnover reaches £81,000 p.a then register for Vat.

Registered Office

To avoid your private address being made public and to help reduce the chance of fraud, you can use our prestigious office address. This will appear as your official business address on public registers. All statutory post received for your business will be forwarded to you at an address of your choice in the UK for no additional cost.

Service Address

It is a legal requirement for all company directors and shareholders must list an address for service of documents. If these details are also your residential address, then you may wish to use our address details as an alternative. This will help protect against any acts of fraud and keep your home address off public records. You must give us your address but if you tick for a service address it is kept private.



Domain Name

A domain name or 'Web address' is needed for customers to visit your website and buy your products or services online. Customers and potential clients need to be able to easily find your services and products on the internet, therefore the choice of domain name is as important as a choice of business or company name and ideally should be linked to your trading name and activities.

We can register as many domain names as you like and we help you to choose the most suitable for your business and point them all to your website for maximum impact.

Website

Accessed via your domain name, we construct a fully operational 5 page website for you free of charge. Our web design and hosting service enables us to create a website according to your specific requirements. There's no need to upload or build the site yourself as our skilled and experienced web designers will take care of that for you. All you need to do is choose your style from our extensive list, pick the colours you want, send us the text and pictures and we will do the rest. We also offer a large amount of webspace and extra pages can be created should you need them at any time. Once set up, your business will be online to millions of potential customers.

E-mails

We provide 5 individual, fully managed e-mail addresses called 'mailboxes' for your website. This enables your customers to contact you 24/7. You can choose any 5 prefixes, such as sales@, info@, orders@, yourname@ or anything you like. Each is individually maintained and is a simple and cost effective way to keep in touch with clients about your products and services including special offers and promotions.



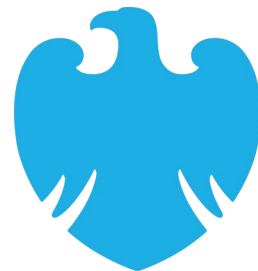
Bank Account

It is very important to keep your business affairs totally separate from your personal spending and we will set up a business bank account with Barclays Bank using our fast track service. This enables you to bank online and take advantage of the premier service provided by Barclays such as 12 months free banking, telephone support, loyalty program and 'business connect', linking you to other businesses who may become customers or suppliers and ongoing business support and assistance.

Payment Gateway

With your business bank account, Barclays Bank will provide your payment gateway, so your clients can purchase goods or services from you with ease. This will be seamlessly linked to your business bank account so you can easily manage and keep track of your business finances.

Customers can purchase through this e-commerce application online safely and securely since all authorisations and transactions are vetted and processed by Barclays Bank, even payments via mobile phone called 'Ping it' are available to get cash into your business bank account quickly. Today 85% of customers now buy and shop online so you need to have this option in your business to get a share of the £100 + billion online sales in the UK alone.



BARCLAYS

The benefits of the 1-2-3 Start Up Service

For a fixed fee of £100 + vat we will -

- 1**
 - Set up your Business as a sole trader or partnership OR set up a Limited Company
 - We can provide our address as your registered office address and service address keeping your personal details private
 - We will register your business for TAX, VAT and PAYE
 - Ensure compliance with all legal and business obligations
- 2**
 - We will design and build your website
 - We provide the hosting of your website to enable customers to access it
 - Your emails will be set up with the domain name of your choice
 - You will have a business website with or without a shopping cart set up and ready for business

3 How to start - Complete Service

To start up your business and continue to run it will only cost you **£100 + vat** and thereafter **£100 + vat pa.**

Simply fill in the enclosed form **CSI** and send to us or go online at **www.start.biz** and select complete service and follow the **GOLD** National Enterprise Network icon for your route to success.

You can cancel the service at any time merely giving us notice, with no cancellation fees.

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