

# Business Organization

This section summarizes basic information about your firm. As the example opposite shows, you may not know some details yet depending on whether or not you are starting out.

This section will include:

- how your business is organized: sole proprietorship, partnership or corporation. If you haven't decided which is best for you, consult with your accountant and lawyer. A review of two BCMAF publications, *Taxation and the B.C. Farmer* and *Estate Planning for B.C. Farmers*, will prepare you to discuss these issues with your advisors.
- required registrations and licences.
- management and advisors and their position or role. Include your banker, lawyer and accountant as advisors even if they don't have any ownership. Also include any friends or acquaintances who have business skills which you plan to use.

# **Business Organization Example**

<b>Business Name and Address:</b>	S&B Flowers 100 Central Avenue Chilliwack, B.C. V4T 2B7
<b>Telephone:</b>	(604) 768-5555
<b>Type of Organization:</b>	Corporation

## **Registrations and Licences**

<b>Type</b>	<b>Date Issued</b>	<b>Number</b>
1. Corporate Registration	January 9, 19__	222222222
2. Business Licence	(Approval Pending)	
3. Workers' Comp. Board	February 2, 19__	333333
4. Development Permit	(Approval Pending)	
5. Environmental Licence	(Approval Pending)	
6.		

## **Business Management**

<b>Name</b>	<b>Position</b>	<b>% of Business Owned</b>
1. Bradley Anderson	Owner/Marketing and Business Manager	50
2. Sally Anderson	Owner/Production and Facilities Manager	50

## **Business Advisors**

<b>Name and Address</b>	<b>Role</b>	<b>% of Business Owned</b>
1. Mary Taylor, LL.B	Lawyer	-
2. Frank Wilson, CA	Accountant	-
3.		