

**After your **Michigan LLC's** **Articles of Organization** (CSCL/CD-700 form) are approved by the **Michigan Department of Licensing and Regulatory Affairs (LARA)**, your LLC is officially formed and exists as a separate legal entity. The next steps focus on compliance, setup for operations, taxes, banking, and ongoing maintenance to keep everything protected and running smoothly.**

**Here's a practical, step-by-step guide to what comes next (based on current Michigan requirements as of 2026):**

### **### 1. Receive and Review Your Approval**

- LARA will send (or make available online) an endorsed/filled copy of your Articles, including your official **entity ID number** (searchable on the LARA entity search at [michigan.gov/corpenitysearch](https://michigan.gov/corpenitysearch)).**
- Keep this document safe — it's proof of formation.**

### **### 2. Obtain an Employer Identification Number (EIN)**

- Get a free **federal EIN** (like a business SSN) from the IRS — required for most LLCs.**
  - Even single-member LLCs need one for banking, taxes, hiring, etc.**
  - Apply online instantly at [irs.gov](https://irs.gov) (search "Apply for an EIN") — takes ~15 minutes.**
  - If you're a multi-member LLC (taxed as partnership) or plan to hire employees, it's mandatory.**
  - Foreign/non-resident owners can apply via Form SS-4 (fax/mail).**

### **### 3. Draft and Sign Your Operating Agreement**

- This is **critical** (even for single-member LLCs) — it's your internal rulebook.**
- Covers ownership %, management, profit sharing, buy-sell rules, etc.**
- Michigan doesn't require filing it with the state — just keep signed copies.**
- Use a Michigan-specific template (as shared earlier) and have all members sign.**
- Strongly recommend attorney review for multi-member setups to avoid disputes or tax issues.**

### **### 4. Open a Business Bank Account**

- Separate personal and business finances to maintain limited liability protection.**
- Bring: EIN, filed Articles, Operating Agreement, ID, and business address.**

- Many banks require this separation — shop around for low-fee business checking (e.g., Chase, Bank of America, or local credit unions).
- Consider a business credit card for building credit.

### **### 5. Handle Taxes and Registrations**

- **\*\*Federal Taxes\*\***: LLCs are pass-through by default (sole prop for single-member, partnership for multi-member). File personal returns (Schedule C or Form 1065) and pay self-employment taxes if applicable.
  - Elect corporate taxation if desired (IRS Form 8832/2553).
- **\*\*Michigan State Taxes\*\***: Register with the Michigan Department of Treasury ([michigan.gov/treasury](http://michigan.gov/treasury)) if you'll collect sales tax, have employees, or owe other taxes.
  - Sales/use tax license if selling taxable goods/services (free application online).
  - Unemployment insurance (if hiring employees) via UIA ([michigan.gov/uia](http://michigan.gov/uia)).
  - No state franchise tax in Michigan.
- **\*\*Local Requirements\*\***: Check city/county for business licenses, permits, or zoning (e.g., Chicago-area if operating there, but Michigan-based LLCs follow MI rules primarily). Use [michigan.gov/businesslicenses](http://michigan.gov/businesslicenses) or local government sites.

### **### 6. File Your First Annual Statement (Ongoing Compliance)**

- Michigan LLCs must file an **\*\*Annual Statement\*\*** (simple update form) with LARA.
  - **\*\*Due Date\*\***: February 15 each year (first one due the year after formation if formed before Oct 1; if formed after Sept 30, skip the immediate next Feb 15).
  - **\*\*Fee\*\***: \$25 (on time).
  - LARA mails a pre-printed form to your registered office ~90 days before due date.
  - File online via MiBusiness Registry Portal ([michigan.gov/corpfileonline](http://michigan.gov/corpfileonline)) or mail.
  - Late fees/penalties apply if missed — can lead to administrative dissolution.
- Keep your registered agent/office current (file changes via form CSCL/CD-520 if needed).

### **### 7. Set Up Business Operations and Protections**

- **\*\*Insurance\*\***: Get general liability, workers' comp (if employees), professional liability, etc., as needed.
- **\*\*Contracts/Agreements\*\***: Draft client/vendor contracts, employee

**handbooks if hiring.**

- **\*\*Bookkeeping/Accounting\*\***: Set up software (QuickBooks, Xero) and track expenses for taxes.
- **\*\*Trademarks/IP\*\***: If applicable, register trademarks federally.
- **\*\*Hiring\*\***: If employees, comply with payroll taxes, I-9 forms, etc.

### **### Quick Timeline Summary**

- **\*\*Immediate (days after approval)\*\***: EIN → Operating Agreement → Business bank account.
- **\*\*Within 1–2 months\*\***: Tax registrations, licenses/permits, insurance.
- **\*\*Annually\*\***: Annual Statement by Feb 15 (\$25); federal/state tax filings as due.

**Michigan keeps post-formation requirements light compared to many states — no complex annual reports with financials, just the simple \$25 statement. Stay in good standing to avoid issues.**

**If your LLC is multi-member, professional (PLLC), or involves sales/employees, some steps are more urgent — share details for more tailored advice. For official updates, check [michigan.gov/lara](https://michigan.gov/lara) or consult a Michigan business attorney/CPA. Congrats on getting this far!**