

RICA OH MY

LLC & EIN Guidance

Everything you need to know about legally structuring your yoni wellness business. This guide walks you through forming your LLC and obtaining your EIN with clarity and confidence.

SECTION 01 Why You Need an LLC

An LLC (Limited Liability Company) is the recommended business structure for your yoni wellness practice. It separates your personal assets from your business, protects you legally, and gives your brand immediate credibility.

Benefits of an LLC

- ✦ **Personal asset protection:** Your home, car, and personal savings are shielded if your business is ever sued or incurs debt
- ✦ **Professional credibility:** Clients, banks, and vendors take your business more seriously when it's a registered entity
- ✦ **Tax flexibility:** LLCs can be taxed as a sole proprietorship, partnership, or S-corp depending on what benefits you most
- ✦ **Simple to maintain:** Compared to corporations, LLCs require less paperwork and fewer ongoing compliance requirements
- ✦ **Separate banking:** Allows you to open a business bank account, accept business payments, and build business credit

IMPORTANT NOTE

Operating without an LLC means your personal assets (savings, home, vehicle) are at risk if a client files a lawsuit or your business incurs debt. For a hands-on wellness practice, this protection is essential, not optional.

SECTION 02

Choosing Your Business Structure

While we recommend an LLC for most wellness practitioners, here is how the common structures compare so you can make an informed decision.

STRUCTURE	BEST FOR	LIABILITY PROTECTION	COMPLEXITY
Sole Proprietorship	Testing an idea before committing	None	Minimal
LLC (Recommended)	Small businesses, service providers, wellness practitioners	Full personal protection	Low
S-Corporation	Businesses earning \$60K+ profit, wanting to reduce self-employment tax	Full personal protection	Moderate
Corporation (C-Corp)	Large businesses seeking investors or going public	Full personal protection	High

OUR RECOMMENDATION

For a yoni wellness business (home-based or studio), a single-member LLC is the ideal starting point. It gives you full liability protection with minimal cost and paperwork. You can always elect S-corp taxation later as your revenue grows.

SECTION 03 How to Form Your LLC

Forming an LLC is simpler than most people think. Follow these steps in order, and you can have your business legally registered within 1-2 weeks (sometimes same day, depending on your state).

Step-by-Step Process

1

Choose your business name

Your LLC name must be unique in your state. Search your Secretary of State's website to confirm availability. Your name must include "LLC" or "Limited Liability Company" in the official filing (this doesn't have to appear on your branding).

2

Select a registered agent

Every LLC needs a registered agent: a person or company authorized to receive legal documents on behalf of your business. You can serve as your own registered agent (using your home address) or hire a registered agent service (\$50-\$150/year) for privacy.

3

File your Articles of Organization

This is the official document that creates your LLC. File it with your state's Secretary of State office. Filing fees vary by state (typically \$50-\$500). You'll need your LLC name, registered agent info, business address, and member names.

4

Create an Operating Agreement

Even as a single-member LLC, an Operating Agreement documents how your business is structured and operated. Some banks require this to open a business account. Free templates are available online, or you can have one drafted for \$100-\$300.

5

Obtain your EIN (next section)

Your Employer Identification Number is your business's tax ID. See Section 4 for the full walkthrough.

6

Open a business bank account

Once you have your LLC approval and EIN, open a dedicated business checking account. Never mix personal and business finances. Bring your Articles of Organization, EIN letter, Operating Agreement, and personal ID to the bank.

7

Register for state and local requirements

Depending on your city and state, you may need a general business license, sales tax permit, or professional license. Research your local requirements through your city clerk's office or state business portal.

COST BREAKDOWN

DIY LLC formation typically costs \$50-\$500 (state filing fee only). Online formation services (LegalZoom, ZenBusiness, Incfile) charge \$0-\$150 on top of state fees and handle the paperwork for you. Either approach is perfectly valid.

SECTION 04 What is an EIN?

An EIN (Employer Identification Number) is essentially a Social Security number for your business. It's issued by the IRS, completely free, and required for most business activities.

Why You Need an EIN

- ✦ **Open a business bank account:** Banks require an EIN to open accounts under your LLC name
 - ✦ **File business taxes:** Your EIN identifies your business to the IRS for tax purposes
 - ✦ **Hire employees or contractors:** Required for issuing payments and tax documents to workers
 - ✦ **Protect your SSN:** Use your EIN instead of your personal Social Security number on business forms, contracts, and vendor applications
 - ✦ **Build business credit:** Your EIN is tied to your business credit profile
 - ✦ **Apply for business licenses:** Many local permits require an EIN on the application
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SECTION 05 How to Get Your EIN

Getting your EIN is free and takes less than 10 minutes online. You will receive your number immediately upon completion.

Step-by-Step Process

1

Go to the IRS EIN application

Visit irs.gov and search "Apply for an EIN" or go directly to the EIN Assistant. The online application is available Monday through Friday, 7:00 AM to 10:00 PM Eastern.

2

Select your entity type

Choose "Limited Liability Company (LLC)" when asked about your business structure.

3

Confirm number of members

Select the number of members in your LLC. For most of you, this will be "1" (single-member LLC).

4

Select why you're applying

Choose "Started a new business" if this is a new LLC. If you're converting from a sole proprietorship, select that option instead.

5

Provide the responsible party information

Enter your full legal name, SSN, and address. The "responsible party" is the person who controls and manages the LLC (you, the owner).

6

Enter your business details

Provide your LLC's legal name (exactly as filed with your state), business address, and the state where your LLC was formed. For business type/activity, select "Health care and social assistance" or "Other personal services."

7

Receive your EIN immediately

After submitting, your EIN is assigned instantly. Download and print the confirmation letter (CP 575). Save this in a safe place; you will need it for your bank account and tax filings.

IMPORTANT REMINDERS

Your EIN is free. Never pay a third-party website to obtain one for you. Only use irs.gov. If you cannot apply online, you can also apply by mail (Form SS-4) or by fax, but the online method is fastest and provides your number immediately.

SECTION 06 After You File: Next Steps

Once your LLC is approved and you have your EIN, take these immediate steps to set your business up for success.

Immediate Action Items

- ☐ Save your Articles of Organization, Operating Agreement, and EIN confirmation letter in a secure folder (digital and physical copies)
- ☐ Open your business bank account (bring LLC docs, EIN letter, personal ID)
- ☐ Set up a simple bookkeeping system to track income and expenses from day one
- ☐ Research whether your state requires an annual report or franchise tax for LLCs
- ☐ Obtain general liability insurance for your wellness practice
- ☐ Apply for any city or county business licenses required in your area
- ☐ Register for a sales tax permit if your state requires one for services or product sales
- ☐ Order a business debit card linked to your new account

Ongoing Compliance

- ✦ **Annual report:** Most states require a yearly filing to keep your LLC in good standing (\$0-\$300 depending on state)
- ✦ **Franchise tax:** Some states (like Texas and California) charge an annual franchise tax regardless of revenue
- ✦ **Separate finances:** Always keep business and personal expenses separate to maintain your liability protection
- ✦ **Tax deadlines:** Single-member LLCs report business income on your personal tax return (Schedule C) by April 15 each year
- ✦ **Quarterly estimated taxes:** If you expect to owe \$1,000+ in taxes, make quarterly payments to the IRS (April 15, June 15, September 15, January 15)

PRO TIP

Set a calendar reminder for your state's annual report deadline. Missing it can result in your LLC being dissolved or placed in "not good standing" status, which affects your ability to operate legally.

SECTION 07

State-Specific Resources

Every state has different LLC formation fees, requirements, and timelines. Use the resources below to find the specific information for your state.

RESOURCE	WHAT IT'S FOR	WHERE TO FIND IT
Secretary of State	LLC filing, name search, annual reports	Google "[Your State] Secretary of State business filing"
IRS EIN Application	Obtain your free EIN online	irs.gov (search "EIN Assistant")
City Clerk's Office	Local business licenses and permits	Your city or county government website
State Comptroller	Sales tax permits, franchise tax info	Google "[Your State] Comptroller sales tax"
SBA (Small Business Administration)	General startup guidance, state-by-state requirements	sba.gov/business-guide

SECTION 08 Common Questions

Do I need an LLC before I start taking clients?

Yes. Before you accept payment from any client, your LLC should be formed and your business bank account open. This protects you from day one.

Can I form my LLC in a different state than where I live?

You can, but for a local service business, it's usually best to form in the state where you'll operate. Forming elsewhere (like Delaware or Wyoming) creates additional paperwork since you'd still need to register as a "foreign LLC" in your home state.

How long does LLC approval take?

Processing times vary by state. Some states approve same-day (online filing), others take 1-4 weeks. Most states offer expedited processing for an additional fee (\$50-\$100) if you need it faster.

Do I need a lawyer to form my LLC?

No. Most wellness practitioners successfully file on their own or use an online formation service. However, if you have a complex situation (multiple partners, significant assets, or specific tax concerns), a 30-minute consultation with a business attorney (\$100-\$250) can provide peace of mind.

What's the difference between my LLC name and my brand/DBA name?

Your LLC's legal name is what's registered with the state. A DBA ("Doing Business As") lets you operate under a different public-facing name. For example, your LLC might be "Lotus Wellness LLC" while your brand name is "Sacred Steam Studio." Filing a DBA is simple and inexpensive (\$10-\$50 in most areas).

My Notes

This guide is provided as part of the Rica Oh My Yoni Wellness Business Launch Program for educational purposes only. It does not constitute legal or tax advice. Consult with a licensed attorney or CPA for guidance specific to your situation and state requirements.

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"Your vision deserves a plan, and your purpose deserves a platform." 🌱