



Business Starter Pack

The ultimate foundation you need to thrive as a Business Owner in Nigeria



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Why this Business Starter Pack?

Starting a business in Nigeria is exciting but can be complicated. This pack is designed to help entrepreneurs navigate the business landscape and avoid unnecessary wahala.



How to Use the Starter Pack

Follow each step to learn about business structures, taxes, legal rules, and growth strategies. This guide serves as a roadmap for making smart business decisions.

What You will Find in the Starter Pack

- **Step-by-Step Business Setup** Learn how to choose a business name, register with CAC, and set up legally.
- **Essential Tax & License Information** Understand business taxes, obtain a TIN, and secure necessary permits.
- **Safeguarding your business** Get insights on contracts, data protection, and other ways to protect your business.
- **Business Growth Tips** Learn how to scale while staying compliant with evolving laws.

Setting Up Your Business



Prepared to launch your business? That's wonderful! Before diving in, make sure to focus on three essential steps.

Choose the Right Business Name

- Create a list of potential business names.
- Check online for domain and social media handle availability.
- Avoid restricted words unless approved.
- Steer clear of misleading, offensive names, or trademark infringements.



Choose the Right Business Structure

- Sole Proprietorships: Simple Structure, owner is personally liable.
- Partnerships: Shared responsibilities and liabilities.
- Limited Liability Companies (LLCs): Provide personal asset protection, more complex setup. May be required by law for a specific type of business. Some businesses are required to have specific minimum number of shares.
- PLCs: Suitable for larger operations. Owned by the public, as shares are sold to the public. Highly regulated.

Register Your Business with CAC

Once you've chosen your name and preferred or legally required structure, registering with the Corporate Affairs Commission (CAC) is a mandatory step that officially brings your business into existence.

For LLCs, consider share capital (its amount and distribution). Define your business's ownership structure clearly to avoid future disputes. The CAC process (name reservation, filing, fees) can be complex.

A lawyer's help is invaluable, especially for companies with foreign owners, ensuring compliance and a smooth registration, saving you time and potential headaches.

Taxes and Licenses



Okay, let's talk taxes and licenses – the essential, sometimes not-so-fun, but absolutely necessary part of running a business. Below are some taxes you should know;

Company Income Tax (CIT)

This is tax on your company's profits. So, the more profitable you are, the more you'll pay (but hey, that's a good problem to have, right?!).

Value Added Tax (VAT)

This is a tax on goods and services. You'll collect this from your customers and then remit it to the government. Remember that if you don't, you will be liable to pay the amount to the government, with penalty (bad idea!).

Personal Income Tax (PIT)

This applies to your earnings as a business owner (whether you're taking a salary or not) and also to the salaries of your employees.

Withholding Tax (WHT)

This is a tax deducted at source from certain transactions and services when they are rendered to you. It's a bit peculiar, so it's a good idea to speak with a tax professional about this one.

Obtaining Required Licenses and Permits



The key here is to identify the specific licenses and permits required for your business and get them before you start operating. Don't assume you can figure it out later. For instance, some permits are required to operate within a specific state and without the necessary permit or licences in specific industries, the business could be open to hefty fines and even closure. Below is a list of some industries and their licencing body. consult with a lawyer to get the appropriate licence for your business



Financial Services - CBN (Banking, Microfinance), SEC (Capital Markets)



Food and Drugs: National Agency for Food and Drug Administration and Control (NAFDAC)



Healthcare - MDCN, other health regulatory bodies



Oil and Gas - Nigerian Upstream Petroleum Regulatory Commission (NUPRC)

Safeguarding Your Business



Protect Your Business

Clear agreements with employees, vendors, and partners are essential for smooth operations and protection. Complying with Nigeria's Data Protection Act is crucial to safeguard customer information.



Protect Your Brand

Your brand is your identity. Trademarking your name and logo prevents others from stealing it or using it arbitrarily. If you create anything original – marketing materials, website content, even training manuals – **copyright it!** Got a groundbreaking invention? **Patent it!**



Protect your Records and Processes

Keep accurate financial records for taxes and reporting. Get a full time or part time accountant at the start of your business if you are not good with keeping such records. Adhere to labor laws for fair wages, benefits, and safety. Implement internal controls to prevent fraud. Stay updated on regulatory changes.



Protect your Employees

Ensure your team follows rules by complying with minimum wage and employee benefit regulations. Register with PENCOR, NSITF, and other necessary institutions to protect both your team and your business from legal issues. These are called **Statutories**.



Keys to Growing Your Business



Growing a business is more than just making profits; it's about adapting, staying informed, and seizing new opportunities.

▶ Stay Updated on Regulations

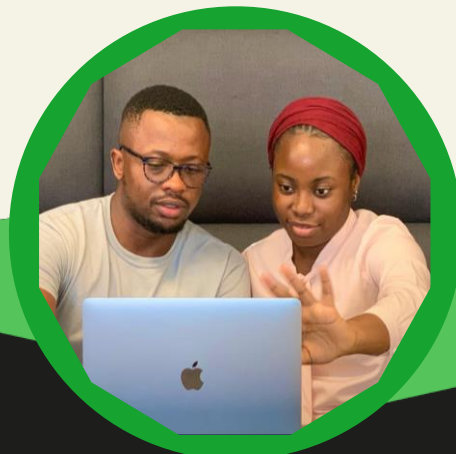
- Follow regulatory changes from CAC, FIRS, and industry bodies.
- Subscribe to updates from relevant government agencies to stay informed about new laws and compliance requirements

▶ Adopt Business Expansion Strategies

- Leverage technology for efficiency and scalability.
- Maintain good relationships with regulatory bodies.
- Plan for future expansion while staying compliant with evolving laws.

▶ Build a Strong Business Network

- Join industry associations to stay informed and build credibility.
- Network with other business owners to exchange knowledge and resources.
- Seek mentorship and advisory support to navigate business challenges.



Conclusion

Business success isn't just about a brilliant idea—it's about smart execution. So register your hustle, lock down your brand, and stay compliant to dodge unnecessary wahala. Network smart, use tech to scale and adapt. Remember, you're not just running a business—you're building an empire. Now go make that money move like a boss!

About Us

Moland Partners is a multidisciplinary advisory firm that offers legal, accounting, corporate administration, human resources, and startup services. We provide tailored solutions for various business needs, ensuring compliance with industry standards. Our experienced team focuses on operational optimization, profit enhancement, and client satisfaction, while promoting the United Nations Sustainable Development Goals. We serve a diverse clientele locally and internationally, committed to excellence and client success.



With offices in Lagos, Nigeria, and Ontario, Canada, our teams offer professional support across various practice areas tailored to your needs.



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