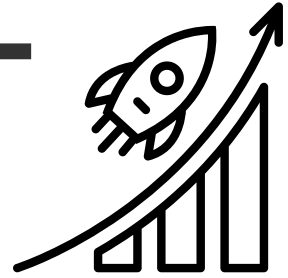


# STARTUP LEGAL ESSENTIALS CHECKLIST:



## Business Structure

- ☐ Decide on Sole Trader, Partnership, or Limited Company.
- ☐ Understand the tax implications for each option.
- ☐ Check personal liability exposure for each structure.
- ☐ Consider how the structure affects future investment opportunities.

## Founders' Agreements

- ☐ Draft a Shareholders' or Partnership Agreement.
- ☐ Clearly outline ownership (shares or interests).
- ☐ Define roles and decision-making powers.
- ☐ Plan for what happens if a founder leaves, sells, or disputes arise.

## Intellectual Property (IP)

- ☐ Register trademarks (brand name, logo, slogans).
- ☐ Secure copyright for creative works, content, or software.
- ☐ Assess if design rights or patents are needed.
- ☐ Use NDAs when sharing sensitive ideas or information.

## Get Your Contracts Right

- ☐ Draft Terms and Conditions of business.
- ☐ Have clear Service or Supply Agreements with partners or clients.
- ☐ Prepare Employment or Contractor Agreements for staff and freelancers.
- ☐ Add website terms and privacy policies, especially for data collection.

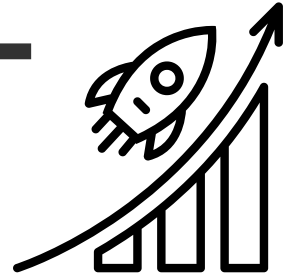
## Check Compliance Obligations

- ☐ Ensure GDPR/data protection compliance if handling customer data.
- ☐ Follow employment law when hiring staff.
- ☐ Meet health and safety standards if operating premises.
- ☐ Check for necessary licenses and insurance in your industry.

*Pro-Tip: Book early legal advice to ensure your startup is protected and investor-ready.*



# STARTUP LEGAL ESSENTIALS CHECKLIST:



## 5 LEGAL MISTAKES STARTUPS SHOULD AVOID

### 1. Choosing the Wrong Structure

Don't rush into being a sole trader just because it's easy. The wrong setup can expose your personal assets and limit your funding options.

### 2. Skipping a Founders' Agreement

A handshake deal isn't enough. Without a clear agreement, disputes with co-founders can kill your business.

### 3. Ignoring IP Protection

Failing to register your brand or protect your product designs means competitors could steal your ideas.

### 4. Operating Without Contracts

Working with clients or suppliers without clear written terms is asking for disputes and late payments.

### 5. Forgetting Compliance

From GDPR to insurance, ignoring legal obligations can lead to costly fines or lawsuits.

## NOTES:

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