



Expanding into the U.S. Checklist

Legal

- Immigration (short term and longer term employee transfers and projects)
- Incorporation (incorporating your business in the US)
- Tax Structure (how should the business be structured for long term tax purposes)
- Intellectual Property (patents, branding, trademarks, etc.)

Accounting and Tax

- Tax Structure (how should the business be structured for long term tax purposes)
- State and Federal Requirements and Filings
- Tax Reporting and Timelines

US Banking

- US Deposits
- Checking and Savings Accounts
- Inter-Company Financial Transfers
- Loan Programs

Site Selection

- What sites are available in the Region?
- What are the current market rates?
- What site best meets my long and short term needs?
- Committing to a real estate site (Letters of Intent, Lease Signing)

Workforce

- Employment and Recruiting (where and how do I recruit my new employees)
- Employee Benefits and Medical Coverage
- Training Programs

Utilities

- What are your requirements of this new facility?
- Is the site that you are considering able to handle that need?
- How can a site be upgraded?

Incentives

- State
- County
- Renewal Communities
- NYSERDA (New York State Energy Research and Development Authority)

Misc

- Insurance (for the new facility and to cover the move)
- Plant Layout and efficiency

Notes:

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