

RELIEF *Vet's* Start-up Checklist

If you've been considering making a change from veterinary associate or practice owner to a provider of relief veterinary services, don't forget to consider these things as you set up your business and begin working for yourself!

- Select a business entity
- Identify your potential clients
- Secure a business license
- Create a marketing plan
- Secure professional licenses
- Establish your business policies
- Create your services list
- Draft your contract
- Set your fees
- Purchase insurance
- Open a bank account
- Hire an attorney
- Create an invoicing strategy
- Hire an accountant
- Determine payment types
- File quarterly taxes
- Determine your availability
- Maintain meticulous records
- Track pending jobs
- Have Fun!

