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## CHOOSING A BUSINESS LOCATION

### CHECKLIST: CHOOSING A GEOGRAPHICAL LOCATION

Choosing a business location requires consideration of a broad range of factors, from local zoning and tax laws to the accessibility of your business to customers and employees. The following checklist includes several questions you should answer before making your ultimate decision on where to open your business. Be careful to factor in your own special circumstances, which do not necessarily appear on this list.

	Yes	No
Is the area zoned for this type of business?	___	___
Are qualified employees available in the area?	___	___
Is the site close to the markets served by the business?	___	___
Are any competitors in the area?	___	___
Are the inventory and supplies the business needs available in the area?	___	___
Can suppliers conveniently make deliveries to this area?	___	___
Is public transportation accessible?	___	___
Are the utilities needed to run the business available?	___	___
Are there facilities nearby for transporting goods?	___	___
Are the rates for transporting goods similar to or lower than in other areas?	___	___
Does the cost of this facility in this location compare favorably with other areas?	___	___
Do the taxes on this facility compare favorably with other areas?	___	___
Do the taxes on the business compare favorably to those in other areas?	___	___
Is the area suitable for expansion in the future?	___	___
Are there adequate parking facilities for customers?	___	___
Are there adequate parking facilities for employees?	___	___
Is the traffic in the area compatible with this type of business?	___	___
Are the wage scales in this area similar to or lower than other areas?	___	___
Is this a safe area for employees, suppliers, and clients?	___	___