

# Checklist For Starting a Non-CDL Delivery Service

## Business Planning

- Identify your niche
- Conduct market analysis
- Define your business model
- Establish short and long-term goals

## Legal Requirements

- Register business name
- Obtain an EIN
- Secure licenses and permits
- Comply with insurance requirements

## Vehicle Acquisition

- Determine the vehicles needed
- Purchase or lease vehicles
- Ensure proper insurance
- Regular maintenance schedule

## Operational Setup

- Choose a base or office
- Set up communication systems
- Implement logistics and tracking
- Establish delivery protocols

## Hiring and Management

- Recruit drivers and support staff
- Conduct background checks
- Provide training
- Develop a staff management system

## Marketing Strategy

- Develop branding
- Create a professional website
- Utilize social media for promotion
- Network with businesses and retailers

## Financial Management

- Open a business banking account
- Set up accounting software
- Plan for cash flow management
- Prepare for tax obligations

## Go-to Resources for Opening a Non-CDL Delivery Service

### Logistics Software

- [Onfleet](#)
- [Route4Me](#)
- [Fleetio](#)

### Insurance Providers

- [Progressive Commercial](#)
- [Geico Commercial](#)
- [State Farm](#)

### Business & Accounting

- [ZenBusiness](#)
- [Northwest Registered Agent](#)
- [FreshBooks](#)
- [MyCorporation](#)

### Useful Tools

- [SWOT Analysis Generator](#)
- [Domain Name Search Tool](#)

\*All of the resources are clickable links