



Illinois Department of Commerce & Economic Opportunity

Bruce Rauner, Governor

Publications & Business Guides

<https://www.illinois.gov/dceo/SmallBizAssistance/BeginHere/>

Below is a collection of helpful guides that offer information on starting and managing a business. You will need Adobe Acrobat Reader to view these guides. You may also receive a free copy of some of the guides by calling the Business Information Center at 1-800-252-2923.

Starting Your Business in Illinois

- Starting Your Business in Illinois (PDF [English](#) / [Spanish](#))

Small Business Administration Resource Guide

- Small Business Administration Resource Guide (PDF SBA Resource Guide)

The Plan: A Step-By-Step Business Plan Workbook

- The Plan: A Step-By-Step Business Plan Workbook (PDF [English](#) / [Spanish](#))
- Business Feasibility Checklist - [Business Feasibility Checklist](#)

Financial Guidance

- A Simple Guide to Your Company's Financial Statements (PDF [English](#) / [Spanish](#))
- The Small Business Owner's Guide To Financial Control (PDF [English](#) / [Spanish](#))
- Understanding Commercial Lending: The Question and Answer Guide (PDF [English](#) / [Spanish](#))

Grant Proposal Writing

This guide offers step-by-step instruction on how to create a winning grant proposal.

- Proposal Writing - The Basic Steps in Planning and Writing (PDF [English](#))

Marketing

- A Simple Guide To Your Small Business Marketing Plan (PDF [English](#) / [Spanish](#))

Assessing Your Business

- The Small Business Report Card: Is Your Business Making The Grade? (PDF [English](#) / [Spanish](#))



Call: (847) 543-2033
Email: illinoisSBDC@clcillinois.edu
Visit: www.clcillinois.edu/sbdc-itc



Buying & Selling

- Buying & Selling A Small Business (PDF [English](#) / [Spanish](#))
- Commercial Real Estate 04-11 (PDF [English](#) / [Spanish](#))

Franchises

These three guides offered by the Illinois Attorney General's Franchise Bureau are designed to assist franchisors in selling franchises in Illinois and as well as to help prospective franchisees buy a franchise.

- Illinois Franchise Act and Rules (PDF [English](#))
- Franchisor Registration Tips (PDF [English](#))
- Before You Buy a Franchise - Understand Your Risks (PDF [English](#))

Retail

This guide offers tips on how to break into the retail market.

- Retail Profile (PDF [English](#))

This free guide offers future grocery/convenience store entrepreneurs resources to assist in the start-up process as well as lending support to existing storeowners.

- Grocery/Convenience Store Start-up Profile (PDF [English](#))

The Illinois Institute for Rural Affairs (IIRA) Rural Grocery Store Start-Up and Operations Guide is a resource for Illinois entrepreneurs and community leaders interested in starting up, expanding, or transitioning a grocery store in their rural community.

- Rural Grocery Store Startup Guide (PDF [English](#))

This free guide provides budding restaurateurs with resources to assist in the start-up process and support to existing restaurant owners.

- Restaurant Startup Profile (PDF [English](#) / [Spanish](#))

Winery Startup

As the wine industry in Illinois continues to grow each year, the First Stop Business Information Center is making it easier for new and existing wineries to flourish. Included in this comprehensive guide are up-to-date industry facts, market and sales data as well as a business plan workbook created specifically for wineries. Cheers!

- Winery Startup Profile (PDF [English](#))

Small Business and Startup Resources

We have a wealth of resources to help you start or grow your business. Browse this section for helpful materials.

Startup Resources

- [Business Information Center](#)
- [Starting Your Business In Illinois Handbook \(PDF\)](#)
- [Step by Step Guide to Starting a Business in Illinois](#)
- [SBA Starting A Small Business](#)

Small Business Resources

- [BusinessUSA](#)
- [Illinois Small Business Development Center](#)
- [SBA](#)
- [SCORE - Counselors To America's Small Businesses](#)
- [Illinois SBDC eLearning Center](#)

Licenses / Registrations

- [Search Illinois business requirements](#)

Tax Websites

- [Illinois Department of Revenue](#)
- [Internal Revenue Service](#)

[Tax Information for Small Construction Businesses](#)

Census and Market Data / Community Profile

- [Bureau of Labor Statistics](#)
- [US Census Bureau](#)
- [Fedstats](#)
- [FirstGov](#)
- [State Data Center Partners US Census Bureau](#)

Sources of Financing

- [Department of Commerce Small Business Financing Options](#)
- [SBA Loan Programs](#)
- [Illinois Finance Authority](#)
- [Financing Options for Environmental Compliance](#)

Workforce Development

- [IllinoisJobLink.com](#)

Incentive Programs

- [Tax Relief](#)
- [Recycling Program](#)

Government Links

- [Federal Government Portal](#)
- [State and Local Government Websites](#)
- [City of Chicago - Small Business Assistance Center](#)
- [Illinois Secretary of State Business Services](#)
- [Illinois Department Employment Security – Employers](#)
- [Division of Professional Regulation](#)