



One Commerce Center
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Subcontractor or Sole Proprietor LLC Package

In good and bad times, General Contractors use the services of Subcontractors or Sole Proprietors when needed instead of full time employees. General Contractors usually stipulate that Subcontractors or Sole Proprietors be incorporated so that they are not classified as employees by the Internal Revenue Service subject to withholding taxes and employment tax (Social Security and Medicare contributions). Skilled individuals also like the flexibility and security of contracting through a company on their own terms with one or more General Contractors.

We can help you form a Limited Liability Company (LLC) which is the simplest form of company through which to provide Subcontractor or Sole Proprietor services. We provide an LLC Operating Agreement for you to sign and keep in your personal records in which you are listed as the one Member and Managing Member or President. You would enter into a Subcontractor or Sole Proprietor Agreement with the General Contractor which you would sign as follows:

Name of LLC
By: [Your Name]
Title: President or Managing Member

General Contractors also require the Employer Identification Number (EIN) of the LLC so that the income paid to the LLC for the services of the Subcontractor or Sole Proprietor can be reported to the LLC and Internal Revenue Service on a Form 1099 at the end of each year. We provide the Form SS-4 for you to apply for the EIN or charge a fee to obtain it for you.

Since a One Member LLC is taxed as a sole proprietor, you can report its income and expenses on Schedule C of your Form 1040 US and State income tax returns. Therefore you would not have to file a separate Corporation Income Tax Return. In addition to limiting your liability, another advantage of working through an LLC is that you may not have to obtain Workman's Compensation Insurance.

We could form the LLC in Delaware, Florida or Nevada for you.

Please call our LLC Specialists if you have any questions or submit your order online for same day service. The cost of the Subcontractor or Sole Proprietor LLC Package is \$298 and can be paid by credit card.