

Wyoming LLC Formation Checklist

Step 1: Name Your Wyoming LLC

The name of your Wyoming LLC should be distinguishable from other business names in your state and must meet the Wyoming naming guidelines.

How to Complete This Step:

Review Wyoming's naming guidelines

- Your name must include the phrase "limited liability company" or "limited company" or one of their abbreviations (LLC, L.L.C., LC, L.C.). The word "limited" can be abbreviated as "ltd.," and the word "company" can be abbreviated as "co."
- A low profit limited liability company must contain one of the following: L3C, l3c, low profit ltd. liability company, low profit ltd. liability co., or low profit limited liability co.
- Your name cannot imply that the LLC is organized for a purpose other than one outlined in its articles of organization.
- Your name cannot contain a word or phrase that implies the LLC is organized under the Wyoming Business Corporation Act, the Wyoming Statutory Close Corporation Supplement, or the Nonprofit Corporation Act.
- You must have approval from the state Division of Banking to include any of the following words (or words of similar meaning): bank, banker, banc, bancorp, bancorporation, banque, banquers, banco, banca, trust.
- You must have approval from the state Department of Education to include any of the following words: academy, college, educate, education, educational, institute, institution, school, or university.
- The Wyoming Secretary of State requires an additional review of names that begin with the letter "A" followed by a space or punctuation, contain special characters, or are in a language other than English.
- Your name must be distinguishable from any existing business in the state. This includes Wyoming reserved names.

[Brainstorm business names](#)

Check if the [web domain](#) is available

Make sure the name you want isn't already taken by doing a [business entity search](#) on the Wyoming Secretary of State website.

Your Business Name:

Your Business URL:

Step 2: Choose a Registered Agent

A [registered agent](#) is the person or company you choose to accept official communication on behalf of your LLC.

Your registered agent must be:

- 18 years or older
- A resident of Wyoming
- Available at all times during normal business hours (i.e., 9 a.m.–5 p.m. Monday through Friday) at their listed physical address (no P.O. boxes)

Many businesses choose to use a [registered agent service](#) for convenience and privacy.

Registered Agent Name and Address:

Step 3: File Your Articles of Organization

The Articles of Organization is the paperwork required to register your LLC. This document is filed with the Secretary of State either [online](#) or by [mail](#).

You will need to provide the following information:

- Name of the LLC (Step 1)
- Name and address of the registered agent (Step 2)
- Principal business address
- Registered agent consent form (attached to Articles of Organization file)

This is also a good time to decide if your LLC will be [member-managed or manager-managed](#).

A member-managed LLC structure is when the members of the LLC are involved with the management of the LLC. A manager-managed LLC is when a few assigned individuals are responsible for managing the LLC.

Step 4: Create an Operating Agreement

An [operating agreement](#) lays out the rules and management structure of your LLC.

Your operating agreement doesn't need to be filed with the state. You'll keep it in your LLC records file and return to it as needed to clarify rules and settle disputes.

Step 5: Get an EIN

An Employer Identification Number ([EIN](#)) is like a Social Security number for your business. EINs are free and easy to get from the IRS using [Form SS-4](#) or by filling out the [online application](#).