

Business4WV.com Online Business Registration Instructions

You may register your new West Virginia business online by visiting www.business4wv.com. Follow the steps below to get started.

- 1) Click on the [Register Now](#) link (4th link on the left navigation panel under the heading "Business For West Virginia" or 4th link from the left under the Account Login box).



The screenshot displays the Business4WV.com website interface. At the top, there is a banner with the text "Business For West Virginia" and the website URL "www.business4wv.com". Below the banner is a navigation menu with several categories: "Business For West Virginia", "Business Filings", "Resources", "News", and "Help". The "Register Now" link is highlighted with a red box in the "Business For West Virginia" category. A red arrow points from this link to the "Register Now" link in the footer of the "Account Login" section.

Welcome to Business For West Virginia
"Always open for business!"

Business4WV.com
is your online portal to state business services in West Virginia. Start here to establish a new West Virginia business or bring your out-of-state company to the Mountain State. Return here to keep your business filings current.

Account Login

User ID:
Password:

[Privacy Policy](#) | [Terms of Use](#) | [Forgot Password?](#) | [Register Now](#)

Open your Business4WV account now!
Learn how your free [Business4WV Account](#) will help you manage your business filings and information.

Starting a new business? Trying to keep your business current?
Business4WV is packed with services and information, from complete online new business registration to detailed help with our [Business Filings](#) for answers to your business needs.

Need assistance to make your business a success?
Access dozens of business [Resources](#) online.

HOW TO FILE YOUR ANNUAL REPORT USING THE ONLINE PORTAL WWW.BUSINESS4WV.COM

[CLICK ABOVE to view VIDEO Tutorial](#)

- 2) Fill out the online **User Registration** form to create your own personal **User Login ID** and **Password** including ALL **REQUIRED FIELDS** marked with a **RED** asterisk (*).

Business For West Virginia
www.business4wv.com

home wv.gov contact

Tuesday, March 03, 2015

User Registration

Business For West Virginia

- Home
- Contacts
- Log In
- Register Now
- Forgot Password
- Business Filings
 - Start a New Business
 - Update Registration
 - Apply for Licenses/Permits
 - File Annual Reports
 - Lookup PIN
 - File Business Reports
 - Maintain Employer Accounts
 - Close a Business
 - Register Trade Name
 - File Trade Name Withdrawal
 - File Address/Officer Change
 - File LLC/PLC Termination/Cancellation
 - File LP Cancellation
- Resources
 - Get Startup Help
 - Find Financial Assistance
 - Learn Employer Duties
 - Find Employees
 - Get Publications
 - Find Forms
- News
 - In the Headlines
 - New Online Services
- Help
 - Understanding Your Account
 - Your Filing Cabinet
 - Filing Online
 - Getting Help
 - Frequently Asked Questions

Quick Help

First Name: *

Last Name: *

Company Name:

Address 1: *

Address 2:

City: *

State: West Virginia ▾ *

Postal Code: *

Country: United States ▾ *

Phone Number: *

Fax Number:

E-Mail: *

User Login ID: *

Password: *

Confirm: *

Please select a question that has an answer you would not forget, then enter the answer. If you ever forget your password, go to the "Forgot Password" link. The question you selected will be presented. Your answer will confirm your identity.

Question: [select-one] ▾ *

Answer: *

* Required Field

Note: The **User Login ID** must meet the following criteria:

- **7 – 40 alpha-numeric characters**
- **User ID is case sensitive**

The **Password** must meet the following criteria:

- **7 – 15 alpha-numeric characters** and **AT LEAST ONE** of the following **special characters** (~, !, \$, %, &, *, _, +). It **CANNOT** contain any of the following special characters: @, ^, or #.
- **Password is Case Sensitive**

Store this information in a safe place for future reference to log into your **Filing Cabinet**.

3) From the **Account Login** screen, login to your user account by entering your **User ID** and **Password** in the fields where indicated.



The screenshot displays the Business For West Virginia website. The header features the logo and the URL www.business4wv.com. A navigation menu on the left lists various services such as Home, Contacts, Log In, Register Now, and Forgot Password. The main content area includes a welcome message, a quote "Always open for business!", and a description of the Business4WV.com portal. A red box highlights the "Account Login" form, which contains fields for "User ID:" and "Password:" and a "Login" button. Below the form are links for "Privacy Policy", "Terms of Use", "Forgot Password?", and "Register Now". To the right, a blue box contains the text "HOW TO FILE YOUR ANNUAL REPORT USING THE ONLINE PORTAL WWW.BUSINESS4WV.COM" and a link to "CLICK ABOVE to view VIDEO Tutorial". At the bottom, there are sections for "Open your Business4WV account now!", "Starting a new business? Trying to keep your business current?", and "Need assistance to make your business a success?".

- 4) Click **Login** button.
- 5) On the **Filing Cabinet** screen, from the **Filing Options** drop-down menu (next to the **Go** button), select **Register New Business**.

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My Account

- Filing Cabinet
- Message Center
- Account Settings
- My Forms
- Log Out

Business For West Virginia

- Home
- Contacts

Business Filings

- Start a New Business
- Update Registration
- Apply for Licenses/Permits
- File Annual Reports
- Lookup PIN
- File Business Reports
- Maintain Employer Accounts
- Close a Business
- Register Trade Name
- File Trade Name Withdrawal
- File Address/Officer Change
- File LLC/PLC
- Termination/Cancellation
- File LP Cancellation

Resources

- Get Startup Help
- Find Financial Assistance
- Learn Employer Duties
- Find Employees
- Get Publications
- Find Forms

News

- In the Headlines
- New Online Services

Help

- Understanding Your Account
- Your Filing Cabinet
- Filing Online
- Getting Help
- Frequently Asked Questions

Filing Cabinet for

All of your filings will be listed here, and the sorting options will help you organize them. Whether you are working on a filing, checking the status of one you have submitted, or reviewing a filing that has been approved, your filing cabinet keeps the filings at your fingertips.

To begin a new business registration or other filing, select a filing option from the list below. An interview wizard will guide you through the filing process and allow you to submit your filing for processing.

To access a saved form or publication, click *My Forms* in the left menu.

Filing for a new business online eliminates filing by paper application for The Secretary of State, State Tax Department & Workforce West Virginia. If you already COMPLETED or have BEGUN the application process by paper, YOU MAY NOT FILE ONLINE.

Filing Option: **Register New Business** Go

Sort By: Created Desc Sort

| Filing Name | Status | Created | Completed | Other Filings |
|-------------|--------|---------|-----------|---------------|
|-------------|--------|---------|-----------|---------------|

Items / Page 10 Go

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100%

- 6) Click **Go**.
- 7) Follow the on screen instructions to complete filling out the online questionnaire to register your business organization.
- 8) If you need to log out of your account before completing the online registration, click on the **Save/Continue Later** button to save your information. You may continue at a later time by logging into your account using your User ID and Password and continuing the online registration process.

From your **Filing Cabinet**, you may register an unlimited number of businesses through www.business4wv.com. You may also file your Secretary of State **Annual Report** filing online, the preferred method of filing, through www.business4wv.com.

Visit our [Frequently Asked Questions](#) link to address many of the questions you may have regarding the website.