

LAUNCH CHECKLIST · 1 OF 3: DECISIONS

Reiki business startup checklist

START HERE

Start with the tasks that determine whether and how you can offer the service. Do not purchase a large software plan or permanent space before you know the workflow you need. Keep evidence of the checks that matter to your location and services.

Offer

Task	Owner	Status*	Due date	Cost	Evidence link / location	Note
Write accurate service description						
Define adult audience, session boundaries, capacity, and location						

Verification (with the appropriate sources)

Task	Owner	Status*	Due date	Cost	Evidence link / location	Note
Check business name						
Check registration/tax needs						
Check local permissions and service restrictions						
Check insurance coverage						
Check privacy requirements						

*Status: not started, in progress, done or blocked. A checked task means it has been completed, not that a generic checklist has made your practice compliant.

[Practice name]

Setup

Money

Task	Owner	Status*	Due date	Cost	Evidence link / location	Note
Create startup budget and cash reserve						
Choose price assumptions						
Separate business records						
Verify payment process						

Workflow

Task	Owner	Status*	Due date	Cost	Evidence link / location	Note
Adapt F01/F02/F06/F12						
Choose storage						
Set booking and contact channels						
Prepare service menu						

Website

Task	Owner	Status*	Due date	Cost	Evidence link / location	Note
Publish accurate contact, services, price, access information, booking instructions, and policies						
Test mobile						

*Status: not started, in progress, done or blocked. A checked task means it has been completed, not that a generic checklist has made your practice compliant.

[Practice name]

Rehearsal and launch

Rehearsal (fictional client data only)

Task	Owner	Status*	Due date	Cost	Evidence link / location	Note
Rehearse booking						
Rehearse payment						
Rehearse form delivery						
Rehearse rescheduling						
Rehearse receipt						

Launch

Task	Owner	Status*	Due date	Cost	Evidence link / location	Note
Confirm reviewer checks						
Fix blockers						
Set first operating review date						

Customization checklist

- ☐ Do not mark a task done merely because an application was submitted.
- ☐ Record approval or the actual result.
- ☐ A blocked legal/insurance issue remains blocked until resolved; it is not a reason to invent an answer.
- ☐ Use SBA resources as a starting navigation point, then use local authorities.
- ☐ Keep this worksheet with your business records; it contains no client information.

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