

BECOMING A FREELANCER

Your freelance career is now ready to start. But have you thought of everything? Run through our freelance checklist now and give yourself an overview.

TO DO'S:

- Find & define the sector in which you wish to work freelance
- Analyse the assignments and the competition
- Determine your level of self-employment - full-time / part-time
- Prepare a freelance proposal
- Plan your finances - hourly rate, running costs
- Register your business
- Set up your workplace
- Create an entrepreneurial profile
- Take out insurance policies
- Plan old-age pension provisions and invest money
- Make tax arrangements and set money aside
- Acquire clients - find and carry out initial projects
- Networks
- Build up savings
- Plan for crises and manage them successfully
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DONE UNTIL:

IMPORTANT NOTES:
