90-Day Business Launch Planner

Turn a business idea into a practical 13-week action plan. Use the sample prompts or replace them with your own tasks.

How to use

For each week, write one priority task, choose a due date, and mark progress. Adjust for your business and applicable registration or licensing requirements.

Week	Suggested priority / replace with your own	Due date	Status
01	Define your offering and ideal customer	_____	■ Not started ■ In progress ■ Done
02	Compare structure and registration requirements	_____	■ Not started ■ In progress ■ Done
03	Estimate startup costs and funding sources	_____	■ Not started ■ In progress ■ Done
04	Check permits, licenses, and insurance needs	_____	■ Not started ■ In progress ■ Done
05	Set pricing and basic sales targets	_____	■ Not started ■ In progress ■ Done
06	Choose banking and recordkeeping approach	_____	■ Not started ■ In progress ■ Done
07	Outline your website and business communications	_____	■ Not started ■ In progress ■ Done
08	Identify suppliers, partners, and service processes	_____	■ Not started ■ In progress ■ Done

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Week	Suggested priority / replace with your own	Due date	Status
09	Create a simple marketing and outreach plan	_____	■ Not started ■ In progress ■ Done
10	Test customer inquiry and payment process	_____	■ Not started ■ In progress ■ Done
11	Review launch readiness and remaining gaps	_____	■ Not started ■ In progress ■ Done
12	Soft launch or test with early customers	_____	■ Not started ■ In progress ■ Done
13	Review results and set the next 90-day goals	_____	■ Not started ■ In progress ■ Done

Milestone notes

Biggest priority: _____

Support or resources needed: _____

At day 90, review your actual results and revise the plan.

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