# 6 tips to prepare for a spring small business opening.

Spring is in the air, which means your small business may be ready to re-open. After a long winter and harsh conditions, this is a great time to update and maintain your space from the inside out — and even online.

Improve safety and set yourself up for a year of success with these small business opening tips:

1. **Clean your space.** Start spring cleaning with a little elbow grease. Declutter and sanitize your space, paying special attention to areas that are frequently touched.

2. **Organize inventory.** If you carry inventory or merchandise, take time to organize it properly. Not only will it boost efficiency, it will help prevent trips, falls and accidents on the job.

3. **Review and repair damages.** Did snow or ice damage your building's roof, gutters, façade or pipes? Perform a thorough walkthrough before re-opening and fix damages promptly. Doing so could save more money down the road.

4. **Do a digital cleaning.** Spring cleaning can apply to more than your physical space … it can apply to your online and digital presence, too. Take time to tidy your desktop. Clear the unnecessary clutter so you know where important information lives. This is also a great time to back up sensitive information to the cloud or to an external hard drive in case of flood, fire, theft, or machine breakdown.

5. **Update online passwords.** When was the last time you changed your company's passwords? The more often, the better. Use your spring business opening as a time to create new, secure passwords. You can follow these six tips for added protection.

6. **Consider your coverages.** Does your business have all the coverage it needs? Have you expanded your services or product offerings? Take a moment to review your rates and coverages. Talk to your local, independent agent to see if there's something you should add on, or if you can bundle policies for a better rate.

Our team is here to support you during a small business opening and year-round. Businesses small and large benefit from proper coverage, and yours could, too. Get started today.