

BAKERY/ PET FOOD BAKERY

Checklist

- Contact your local **Health Department** for license and inspection information.
- If your bakery is based in your home, contact **Ohio Department of Agriculture's Division of Food Safety** for inspection and permit information. The division can be reached at **(614) 728-6250** or <https://agri.ohio.gov/wps/portal/gov/oda/divisions/food-safety>
- Ohio's Bakery Laws and Sanitary Regulations can be found in **Ohio Revised Code (ORC) Section 911** <http://codes.ohio.gov/orc/911> and **Ohio Administrative Code (OAC) 901:3-1-01 through 901:3-01-05.**
- Ohio's food labeling and retail food safety rules can be found in **OAC 901:3 and 901:6- 3-01 through 901:6-3-12.**
- Ohio's Food, Drug, Cosmetic and Device law can be found in **ORC Section 3715.**
- Detailed requirements for specific food and beverage production can also be found in **OAC 901.**
- Contact the Ohio Environmental Protection Agency (EPA) at (614) 644-3020 for general inquiries or (800) 329-7518 for the Small Business Hotline, for information about the proper disposal of hazardous and solid waste. The Ohio EPA is also on-line at epa.ohio.gov
- Beverage and retail sales are taxable. You must have a **VENDOR'S LICENSE** from **YOUR COUNTY AUDITOR.**
- If you have questions about what or when food and beverage sales are taxable, contact the OHIO DEPARTMENT OF TAXATION at (888) 405-4039 for Business Taxpayer Assistance; (800) 282-1782 for the Forms Request Line; or (888) 405- 4089 for Tax Registration. Information is also on-line at <http://tax.ohio.gov>
- Weighing and measuring devices must be inspected. Contact the Ohio Department of Agriculture's Division of Weights and Measures at (614) 728-6290 or YOUR COUNTY AUDITOR.
- Pet food manufacturers and distributors are regulated by the **Ohio Department of Agriculture's Division of Plant Industry.** Contact the division at **(614) 728-6270.** Information is also on-line at <https://agri.ohio.gov/wps/portal/gov/oda/divisions/plant-health>
- If you sell upholstered or stuffed items, contact the **Ohio Department of Commerce's Division of Industrial Compliance, Bedding and Upholstered Furniture** Section for licensing information. They can be reached at **(614) 644-2236.** The Ohio Department of Commerce is online at <https://www.com.ohio.gov/dico/>

*For more help, contact your local Small Business Development Center (SBDC) at www.ohiosbdc.net
Also, remember to check Federal, State and local government agencies. This checklist is about state requirements.
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- If you will feature recorded **music**, you must have permission from the owner of the copyrighted material. You can do this by contacting **ASCAP** or **BMI**. For more information, contact **ASCAP** at **(212) 621-6000** (www.ascap.com) or **BMI** at **(212) 220-3000** at (www.bmi.com).
- If you have questions about sales tax, contact the OHIO DEPARTMENT OF TAXATION can be reached at (888) 405-4039 for Business Tax Assistance; 888-405-4089 for Tax Registration; or (800) 282-1782 for the Forms Request Line. Information is also on-line at <http://tax.ohio.gov>
- The **ORC** and **OAC** can be found in your local library or on-line at <http://codes.ohio.gov/orc>

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