

BUSINESS/SECRETARIAL/CONSULTING SERVICES

This checklist is for businesses that provide miscellaneous business services including, **but not limited to**, providing operating advice and assistance on administrative techniques, procedures and management issues; arbitration and mediation services; translation services; public relations; word processing services; on-site PC rental services, etc.

Checklist

- If your business service involves automatic data processing, computer services or electronic information services, you need a **VENDOR'S LICENSE** from the **OHIO DEPARTMENT OF TAXATION**.

- 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://www.tax.ohio.gov>.

NACIS 561439/26

*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.
Funded in part through a grant with the U.S. Small Business Administration.*



Department of
Development

Small Business
Development Centers



U.S. Small Business
Administration