

CATERING SERVICE

Checklist

- If you will serve **alcoholic beverages**, you must have the appropriate permit. Contact the **Ohio Department of Commerce, Division of Liquor Control** at **(800) 464-6677**, or **(614) 644-2360** for more information. Information is also on-line at www.com.ohio.gov/liqr/.
- 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 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>.
- Depending on the size of the vehicle you will use for transport, you may need to register with the **Public Utilities Commission of Ohio (PUCO), Motor Carrier Consumer Division**. Contact the division at **(800) 686-7826 or (614) 466-3292**. Information and registration forms can also be found on-line at www.puco.ohio.gov.
- You may need a commercial driver's license. Contact the **Ohio Department of Public Safety, Bureau of Motor Vehicles (BMV)** at **(614) 752-7500** for more information. The BMV is on-line at www.bmv.ohio.gov.
- Catering services must have a **Catering Food Service Operation License**. Contact your local **Health Department** for license and inspection information.
- You must charge sales tax on **food eaten on the premises of your business and beverages**. You need a **VENDOR'S LICENSE**. Contact your **COUNTY AUDITOR**
- Ohio's Frozen Food laws can be found in **Ohio Revised Code (ORC) Section 915**.
- Ohio's Bakery laws and Sanitary Regulations can be found in **ORC Section 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**.
- The **ORC** and **OAC** can be found in your local library or on-line at <http://codes.ohio.gov/orc>

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*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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