

1st STOP CHECKLIST: COSMETIC SALES/ MANUFACTURING

REQUIREMENTS & REGULATIONS

- [] If your cosmetic business will be an in-home (door-to-door) sales operation, you must comply with the *Ohio Home Solicitation Sales Act*. If you sell cosmetics via mail, telephone or Internet you must comply with the *Ohio Telephone Solicitation Sales Act*. If you have questions regarding these rules, contact the **Ohio Attorney General's Office** at **(877) 244-6446** or **(614) 466-4320**. The office is also on-line at <http://www.ohioattorneygeneral.gov/>. **Remember to check local government agencies.**

- [] If you are selling Avon, Mary Kay, etc., check with the parent company to find out if they file sales tax returns on behalf of the representative. If they do not or you are not a company representative, you must have a **VENDOR'S LICENSE**, collect sales tax, file tax returns, and keep complete records of transactions. If you have questions about what 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>. **Remember to check local government agencies.**

- [] Questions about federal cosmetic laws should be directed to the **U.S. Food and Drug Administration** at **(888) 463-6332**. Detailed information about federal labeling requirements is on-line at www.fda.gov.

- [] You must comply with the Ohio's Food, Drug, Cosmetic and Device law, which can be found in **Ohio Revised Code (ORC) Section 3715**.

- [] Ohio's labeling rules can be found in **Ohio Administrative Code (OAC) 901:3 and 901:6-3-01 through 901:6-3-12**.

- [] The **ORC** and **OAC** can be found in your local library or on-line at <http://codes.ohio.gov/orc>.

For more help, contact your local Small Business Development Center (SBDC).

www.ohiosbdc.ohio.gov

REMEMBER TO CHECK LOCAL GOVERNMENT AGENCIES

THIS CHECKLIST IS ABOUT STATE REQUIREMENTS.