1st STOP CHECKLIST: COUNTRY CLUB/GOLF COURSE

REQUIREMENTS & REGULATIONS

[] You must comply with Ohio’s Consumer Sales Practices Act. It prohibits misleading and devious sales practices. If you have questions, contact the Ohio Attorney General’s Office at (877) 244-0515 or (614) 466-4320. The office is also on-line at http://www.ohioattorneygeneral.gov/. *Remember to check local government agencies.*

[] For information about the state’s antidiscrimination laws, contact the Ohio Civil Rights Commission at (888) 278-7101. Information is also available on-line at http://crc.ohio.gov.

[] If you will serve food, you must have a food service operation license. Contact your local health department for license and inspection information.

[] If there will be a swimming pool, contact your local health department.

[] If you will feature recorded or live music, you must have permission from the owner of the copyrighted material. You can do this by contacting The American Society of Composers, Authors and Publishers (ASCAP), or Broadcast Music, Incorporated (BMI). For more information, contact ASCAP at (800) 505-4052, or BMI at (212) 220-3000. Information is also on-line at www.ascap.com, or www.bmi.com.

[] If alcoholic beverages will be served, you must have the appropriate permits. Contact the Ohio Department of Liquor Control at (614) 644-2360 for more information. Information is also on-line at http://www.com.ohio.gov/liqr/. *Remember to check local government agencies.*

[] You must charge sales tax on membership fees, food eaten on the premises of your business, beverages and retail sales. You need a VENDOR’S LICENSE. Contact YOUR COUNTY AUDITOR.

[] If you have questions about sales tax, 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.*

[] If you will offer watercrafts, contact the Ohio Department of Natural Resources, Division of Watercraft for regulation information. The division can be reached at (877) 426-2837 or (614) 265-6480. The division is on-line at http://watercraft.ohiodnr.gov/. *Remember to check local government agencies.*

[] Exterminators are licensed by the Ohio Department of Agriculture, Division of Plant Health, Pesticide & Fertilizer Regulation Section at (614) 728-6987, or 800-282-1955 for information about registration and licensing requirements. Information and forms are also on-line at pesticides@agri.ohio.gov, or www.agri.ohio.gov. *Remember to check local government agencies.*
If you will offer transportation services, contact the Public Utilities Commission of Ohio’s (PUCO) Motor Carrier Division. Contact the division at (800) 686-7826. Information and registration forms can also be found on-line at www.puco.ohio.gov. *Remember to check local government agencies.*

If you will offer transportation services 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 specific licensing and registration information. The BMV is on-line at www.bmv.ohio.gov. *Remember to check local government agencies.*

Contact the Ohio Environmental Protection Agency (EPA) for information about the proper disposal of hazardous and solid waste. The EPA can be reached at (614) 644-3020 for General Inquiries or (800) 329-7518 for Office of Compliance Assistance and Pollution Prevention. The Ohio EPA is also on-line at www.epa.state.oh.us. *Remember to check local government agencies.*

Under Ohio law, consumers who purchase health club or other prepaid entertainment contracts have certain rights. For more information, contact the Ohio Attorney General’s Office at (877)-244-6446. The office is also on-line at http://www.ohioattorneygeneral.gov/. *Remember to check local government agencies.*

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.