

1st STOP CHECKLIST: ICE CREAM PARLOR

REQUIREMENTS & REGULATIONS

- [] Contact **your local health department** for licensing and inspection information.
- [] You must charge sales tax on **food eaten on the premises of your business, beverages and retail sales** (excluding newspapers). You need a **VENDOR'S LICENSE**. Contact **YOUR COUNTY AUDITOR**.
- [] Weighing and measuring devices must be inspected. Contact **YOUR COUNTY AUDITOR**.
- [] If you have questions or would like more information, contact the **Ohio Department of Agriculture's Division of Food Safety** at **(614) 728-6250**. The Ohio Department of Agriculture is on-line at <http://www.agri.ohio.gov/foodsafety>. **Remember to check local government agencies.**
- [] 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://tax.ohio.gov>. **Remember to check local government agencies.**
- [] If you will sell **lottery tickets**, contact your regional Lottery Commission Office. Information is available on-line at www.ohiolottery.com.
- [] 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.
- [] Ohio's food labeling; retail food safety rules; drug, cosmetic and device laws can be found in **Ohio Administrative Code (OAC) 3715.02**.
- [] 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.