Janitorial and building maintenance services include housekeeping, office and building cleaning, window cleaning, floor waxing, lighting maintenance, etc. **BUILDING REPAIRS ARE NOT JANITORIAL AND BUILDING MAINTENANCE SERVICES.**

**REQUIREMENTS & REGULATIONS**

* [] If you sell cleaning supplies, equipment or other items, you will need a **VENDOR’S LICENSE** from the **OHIO DEPARTMENT OF TAXATION**. If you have questions about vendor’s licenses, contact them 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](http://tax.ohio.gov).

* [] If you will be working with hazardous or dangerous materials (such as blood or chemicals), contact the **Ohio Department of Commerce’s Bureau of Occupational Safety and Health** for information about maintaining a safe work environment. They can be reached at **(800) 282-1425** or **(614) 644-2631**. Information is also available on-line at [www.com.ohio.gov](http://www.com.ohio.gov). *Remember to check local government agencies*

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

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

[www.ohiosbdc.ohio.gov](http://www.ohiosbdc.ohio.gov)

*REMEMBER TO CHECK LOCAL GOVERNMENT AGENCIES*

THIS CHECKLIST IS ABOUT STATE REQUIREMENTS.