

1st STOP CHECKLIST: MOTOR VEHICLE PAWN LOT

REQUIREMENTS & REGULATIONS

- [] The **Federal Trade Commission (FTC)** has specific regulations for **used car** dealers. For complete information, contact the **FTC's Cleveland Regional Office** at **(216) 263-3410**. The FTC is on-line at www.ftc.gov.
- [] Motor vehicle pawnbrokers must be licensed as used car dealers. For complete information, contact the **Ohio Bureau of Motor Vehicles' Dealer Licensing Division** at **(614) 752-7636**. The Bureau of Motor Vehicles is on-line at www.bmv.ohio.gov. **Remember to check local government agencies.**
- [] Motor vehicle pawnbrokers must also be licensed as pawnbrokers. Contact the **Ohio Department of Commerce's Division of Financial Institutions** at **(614) 728-8400**. Information and forms are also on-line at www.com.state.oh.us. **Remember to check local government agencies.**
- [] Stuffed and upholstered items are inspected by the Ohio Department of Commerce's Division of Industrial Compliance, Bedding and Upholstered Furniture Section. For more information, contact the Bedding and Upholstered Furniture Section at (614) 644-2223. The Ohio Department of Commerce is on-line at www.com.state.oh.us/dico. **Remember to check local government agencies.**
- [] To collect sales tax on retail sales, you need a **VENDOR'S LICENSE**. Contact **YOUR COUNTY AUDITOR** or Information is also on-line at <http://business.ohio.gov>.
- [] 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://tax.ohio.gov>. **Remember to check local government agencies.**
- [] As a business owner, you should be aware of Ohio Consumer Laws and the Odometer Rollback and Disclosure Act. For more information, contact the **Ohio Attorney General's Office** at **(800) 282-0515** or **(614) 466-4320**. The office is on-line at <http://www.ohioattorneygeneral.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.**
- [] More information about the laws with which pawnbrokers must comply can be found in **Ohio Revised Code (ORC) Section 4727**. The ORC can be found in your local library and 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.