

MOTOR VEHICLE REPAIR

Before you start this checklist, please read *Starting Your Business in Ohio*

This includes motor vehicle garage and service station mechanical equipment (e.g., gasoline pumps, hoists and installation).

Checklist

- Auto repairs are regulated by Ohio's Auto Repairs and Services Law. Please read the attached information from the Ohio Attorney General's Office. If you have questions, contact the Ohio Attorney General's Office at (800) 282-0515 or (614) 466-4320. Information can also be found on-line at <http://www.ohioattorneygeneral.gov/>.
- Motor vehicle collision repair shops must be registered with the Ohio Board of Motor Vehicle Collision Repair. A motor vehicle collision repair shop is any motor vehicle repair business that does more than five collision repairs in a calendar year. Contact the board at (614) 995-0714. Information and registration forms are also available on-line at www.collisionboard.ohio.gov/.
- Motor vehicle repair shops must charge sales tax on repairs. If you have a storefront, or mobile or on-site vehicle repair, you need a VENDOR'S LICENSE from YOUR COUNTY AUDITOR or Information is also on-line at <http://business.ohio.gov/>.
- If you will sell tires, contact the OHIO DEPARTMENT OF TAXATION for information about tire fees.
- 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/>.
- 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.
- If you will provide towing services, you may need a commercial driver's license. It depends on the size of the vehicle you will drive and the weight you will tow. Contact the Ohio Bureau of Motor Vehicles at (614) 752-7500 for more information. Information and registration forms can also be found on-line at www.bmv.ohio.gov.
- If you will provide towing services, you may need to register with the Public Utilities Commission of Ohio's (PUCO) Motor Carrier Division. It depends on the size of the vehicle you will drive. Contact the division at (800) 686-7826. Information and registration forms can also be found on-line at www.puco.ohio.gov.
- If you will tow oversize loads, you will need a special hauling permit from the Ohio Department of Transportation (ODOT). Contact ODOT's main office at (614) 466-7170 or your ODOT District Office for more information. Permit and fee information can also be found at www.dot.state.oh.us.

*For more help, contact your local Small Business Development Center (SBDC) at www.ohiosbdc.ohio.gov
Also, remember to check local government agencies. This checklist is about state requirements.
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- Storage tanks must be inspected before use. Contact the local fire authority or the State Fire Marshal. The State Fire Marshal's Office can be reached at (614) 752-8200 and is also on-line at www.com.state.oh.us/fire.
- Ohio's motor vehicle repair laws can be found in Ohio Revised Code (ORC) Section 4775.03.
- Ohio's motor vehicle repair laws and regulations can be found in Ohio Administrative Code (OAC) 3901-1-54.
- The ORC and OAC can be found in your local library or on-line at <http://codes.ohio.gov/>.

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