

# MOTOR VEHICLE SALES & LEASING – NEW & USED

## Checklist

- 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](http://www.ftc.gov).
- All dealers, motor vehicle leasing dealers, and salespeople must be licensed. For complete information, contact the Ohio Bureau of Motor Vehicles' Dealer Licensing Division at (614) 752-7636. The Bureau of Motor Vehicles is online at [www.bmv.ohio.gov/](http://www.bmv.ohio.gov/).
- 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/>.
- To collect sales tax, you must have a VENDOR'S LICENSE. Contact YOUR COUNTY AUDITOR or information is also on-line at <http://business.ohio.gov>.
- For more information about taxes, 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>.
- 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) 644-2236. The Ohio Department of Commerce is on-line at [www.com.state.oh.us/dico](http://www.com.state.oh.us/dico).
- The Ohio Revised Code and the Ohio Administrative Code can be found in your local library or on-line at <http://codes.ohio.gov>.

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*For more help, contact your local Small Business Development Center (SBDC) at [www.ohiosbdc.net](http://www.ohiosbdc.net)  
Also, remember to check Federal, State and local government agencies. This checklist is about state requirements.  
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