1st STOP CHECKLIST:
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.

☐ 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 on-line at 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. For more information, contact YOUR COUNTY AUDITOR or the OHIO DEPARTMENT OF TAXATION. 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.

☐ The ORC and OAC can be found in your local library or on-line at http://codes.ohio.gov.

☐ NAICS 4412110/17

THIS CHECKLIST IS ABOUT STATE REQUIREMENTS. *REMEMBER TO CHECK LOCAL GOVERNMENT AGENCIES*

*The information contained in this site is for general guidance on matters of interest only and reflects solely the information about the requirements of the State of Ohio. Note, there may be additional local and federal requirements. Accordingly, the information on this site is provided with the understanding that ODSA is not herein engaged in rendering legal, accounting, tax, or other professional advice and services. Before making any decision or taking any action, consult a professional. 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. Funded in part through a grant with the U.S. Small Business Administration.*