

1st STOP CHECKLIST: MOTOR VEHICLE SERVICE STATION/TRUCK STOP

REQUIREMENTS & REGULATIONS

- [] 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 **(877)244-6446** or **(614) 466-8831**. Information can also be found on-line at <http://www.ohioattorneygeneral.gov/>. **Remember to check local government agencies.**
- [] Contact the **State Fire Marshal** at **(614) 752-8200** for specific information about rules governing the equipment, operation and maintenance of filling stations. Information is on-line at <http://www.com.ohio.gov/fire/>. **Remember to check local government agencies.**
- [] The **Ohio Environmental Protection Agency (EPA)** also regulates gas and service stations. For permit and regulation information, contact the Ohio EPA at **(614) 644-3020 for General Inquiries** or **(800) 329-7518 for the Small Business Hotline**. Information is also on-line at www.epa.state.oh.us. **Remember to check local government agencies.**
- [] If you will make any retail sales or sell any **tobacco** products, you must have a **VENDOR'S LICENSE** from **YOUR COUNTY AUDITOR'S OFFICE** or Information is also on-line at <http://business.ohio.gov>.
- [] Motor vehicle fuel dealers must pay a tax on motor vehicle fuel. You need a *motor fuel dealer's license* from the **OHIO DEPARTMENT OF TAXATION**. Contact the **Motor Fuel Tax Section** at **(614) 466-3921**. Information is also available on-line at <http://tax.ohio.gov>. **Remember to check local government agencies.**
- [] The **OHIO DEPARTMENT OF TAXATION** can be reached 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.**
- [] If there will be a **convenience store or restaurant**, contact **your local health department** for licensing and inspection information.
- [] If you will sell **lottery tickets**, contact your regional Lottery Commission Office. Information is available on-line at www.ohiolottery.com. **Remember to check local government agencies.**
- [] If you will sell **alcohol**, you must have the appropriate permit. Contact the **Ohio Department of Liquor Control** at **(614) 644-2360** for more information. Information is

also on-line at <http://www.com.ohio.gov/liqr/>. **Remember to check local government agencies.**

MOTOR VEHICLE SERVICE STATION/TRUCK STOP CONTINUED

- [] Weighing and measuring devices must be inspected. Contact the **Ohio Department of Agriculture's Division of Weights and Measures** at (614) 728-6290 or **YOUR COUNTY AUDITOR**. Information is also available on-line at <http://www.agri.ohio.gov/weights/>. **Remember to check local government agencies.**
- [] If you will sell upholstered or stuffed items, contact the **Ohio Department of Commerce's Division of Industrial Compliance, Bedding and Upholstered Furniture Section** for licensing information. They can be reached at (614) 644-2236. The **Ohio Department of Commerce** is on-line at www.com.state.oh.us/dico. **Remember to check local government agencies.**
- [] Information about required instructional signs for gasoline dispensing equipment can be found in **Ohio Revised Code (ORC) Sections 3741.14**. The ORC can be found in your local library and on-line at <http://codes.ohio.gov/orc>.
- [] Ohio's service station laws can be found in **Ohio Revised Code (ORC) Section 5735.023**.
- [] The **Ohio Revised Code** and the **Ohio Administrative Code** can be found in your local library or on-line at <http://codes.ohio.gov>

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.

NAICS 4471/16