

1st STOP CHECKLIST: TEEN/ADULT NIGHTCLUB (WITHOUT ALCOHOL)

REQUIREMENTS & REGULATIONS

- [] If you will serve food, you must have a **food service operation license**. Contact your **local health department** for license and inspection information.
- [] You must charge sales tax on food eaten on the premises of your business, beverages and retail sales. You need a **VENDOR'S LICENSE**. Contact **YOUR COUNTY AUDITOR**. Information is also on-line at <http://business.ohio.gov>.
- [] If you have questions about what or when food and beverage sales are taxable, 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://www.tax.ohio.gov>. **Remember to check local government agencies.**
- [] If you will feature recorded or live **music**, you must have permission from the owner of the copyrighted material. You can do this by contacting **The American Society of Composers, Authors and Publishers (ASCAP)**, or **Broadcast Music, Incorporated (BMI)**. For more information, contact **ASCAP** at **(800) 505-4052**, or **BMI** at **(212) 220-3000**. Information is also on-line at www.ascap.com, or www.bmi.com.
- [] Ohio's entertainment laws can be found in **Ohio Revised Code (ORC) Section 101.70**. The **ORC** and **OAC** 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.