

1st STOP CHECKLIST: TRASH/RECYCLING/SCRAP METAL JUNKYARD/DUMP TRUCK

REQUIREMENTS & REGULATIONS

- [] For complete rules regarding **Solid and Hazardous Waste** please see **Ohio Revised Code (ORC) Section 3734**. The ORC can be found in your local library or on-line at <http://codes.ohio.gov/orc>. ****Remember to check local government agencies****

- [] Every scrap iron, metal, and waste material dealer must keep accurate and complete records of everything the business buys or sells. The records should have the name and address of the customer, a description of the item, and the date and time of the transaction. For complete rules, please see **Ohio Revised Code (ORC) Section 4737**. The ORC can be found in your local library or on-line at <http://codes.ohio.gov/orc>. ****Remember to check local government agencies****

- [] The process of collecting, sorting, cleansing, treating, and reconstituting waste or other discarded materials for the purpose of recovering and reusing the materials is **recycling**. For complete rules, please see **Ohio Revised Code (ORC) Section 3736**. The ORC can be found in your local library or on-line at <http://codes.ohio.gov/orc>. ****Remember to check local government agencies****

- [] **Permits for junkyards are issued locally**. Contact [YOUR COUNTY AUDITOR](#) or the chief executive officer of municipality where the junkyard will be located. ****Remember to check local government agencies****

- [] 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. ****Remember to check local government agencies.****

- [] Contact your local health department for information about additional permits that may be required. ****Remember to check local government agencies****

- [] If you will sell salvage motor vehicle parts, you must have a motor vehicle salvage dealer's license from the Ohio Bureau of Motor Vehicles. Contact the **Ohio Bureau of Motor Vehicles' (BMV) Dealer Licensing Division** at **(614) 752-7500**. The BMV is on-line at www.bmv.ohio.gov. ****Remember to check local government agencies****

- [] You must collect sales tax on all retail sales (sales to an end user), including salvage. You need a **VENDOR'S LICENSE**. For more information, contact [YOUR COUNTY AUDITOR](#) or the [OHIO DEPARTMENT OF TAXATION](#). ****Remember to check local government agencies****

- [] If you have questions about sales tax, 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>. **Remember to check local government agencies**

TRASH/RECYCLING/JUNKYARD/DUMP TRUCK CONTINUED

- [] If you will be a **recycling business**, contact the **Ohio Environmental Protection Agency** for compliance information. The Office of Compliance Assistance and Pollution Prevention (OCAPP) can be reached at **(614) 644-3469** or on-line at <http://epa.ohio.gov/ocapp/ComplianceAssistanceandPollutionPrevention.aspx> . **Remember to check local government agencies**

- [] If you will haul **oversized loads**, you need a permit from the **Ohio Department of Transportation**. Contact the **Special Hauling Permit Section** at **(614) 351-2300** for more information. Information is also on-line at www.dot.state.oh.us/permits. **Remember to check local government agencies**

- [] **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 <http://www.com.ohio.gov/fire/> . **Remember to check local government agencies**

- [] Depending on the type and size of the vehicle, and if you are hauling hazardous waste, you may need to register with the **Public Utilities Commission of Ohio's (PUCO) Motor Carrier Division**. Contact the PUCO at **(800) 686-7826** or **(614) 466-3392**. Information and registration forms can also be found on-line at www.puco.ohio.gov. **Remember to check local government agencies**

- [] Trucks with three or more axles, commercial tractors with two or more axles, and two axle trucks with a trailer that weighs at least 3,000 pounds when empty must have a **FUEL USE TAX PERMIT to travel in the state**. Trucks that will travel in and out of state must have an Ohio International Fuel Tax Agreement (IFTA) Account with the Ohio Department of Taxation. If you have questions, contact the **Ohio Department of Taxation's Fuel Use Tax Section** at **(888) 405-4039** or **(614) 466-3410**. Information is also on-line at <http://tax.ohio.gov>. **Remember to check local government agencies**

- [] You may need a **commercial driver's license**. Contact the **Ohio BMV** at **(614) 752-7500** for more information. The BMV is on-line at www.bmv.ohio.gov. **Remember to check local government agencies**

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.