

1st STOP CHECKLIST:

WEDDING PLANNER/CONSULTANT

Checklist

- The **State of Ohio does not** require a specific license for wedding planning or consulting.
- All **retail sales and rentals** are taxable (unless they are declared tax exempt by the Ohio Department of Taxation). Retailers must have a **VENDOR'S LICENSE**, collect sales tax, file tax returns, and keep complete records of transactions. 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>.
- You must charge sales tax on food eaten on the premises of your business, beverages, equipment rental and retail sales. You need a **VENDOR'S LICENSE**. Contact **YOUR COUNTY AUDITOR** or the Ohio Business Gateway at <http://business.ohio.gov>.
- 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 <http://com.ohio.gov/dico/>
- Tailors or dressmakers **must comply with the Federal Trade Commission's (FTC) care labeling rules**.
- If you will provide catering services, you must have a **catering food service operation license**. Contact your local health department for license and inspection information.
- If you will serve **alcoholic beverages**, 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/> .
- 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 **ASCAP** or **BMI**. For more information, contact **ASCAP** at **(212) 621-6000** (www.ascap.com) or **BMI** at **(212) 220-3000** at (www.bmi.com).
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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.*