

# 1<sup>st</sup> STOP CHECKLIST: MINIATURE GOLF COURSE

## REQUIREMENTS & REGULATIONS

- [] If you will serve food, you must have a food service operation license. Contact **your local health department**.
- [] You must charge sales tax on food eaten on the premises of your business, beverages, retail sales (excluding newspapers) and equipment rental. You need a **VENDOR'S LICENSE**, please register at <http://business.ohio.gov>. The website allows you to set up your account and remit sales tax.
- [] 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 offer child day care or day camp services, contact the **Ohio Department of Job and Family Services**. For information about requirements and licensing, contact the Ohio Department of Jobs and Family Services at **(614) 466-2100** or the District Office nearest to you. Information is also on-line at <http://jfs.ohio.gov>. *\*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](http://www.epa.state.oh.us). *\*Remember to check local government agencies.\**
- [] *The Americans with Disabilities Act (ADA)* sets specific federal guidelines for wheelchair lifts. For information, contact **(614) 844-5410**. Information is also on-line at <http://www.disabilityrightsohio.org/ada>, or the **U.S. Department of Justice's ADA Information Line** at **(800) 514-0301**, or on-line at <http://www.ada.gov/>.
- [] 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](http://www.ohiosbdc.ohio.gov)

**\*REMEMBER TO CHECK LOCAL GOVERNMENT AGENCIES\***

**THIS CHECKLIST IS ABOUT STATE REQUIREMENTS.**