

1st STOP CHECKLIST: SPORTS CLUB (Athletic Club or Sports Association)

REQUIREMENTS & REGULATIONS

- [] There are no state-level licenses for **health and exercise clubs, physical fitness classes, and personal trainers**. ****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://ifs.ohio.gov>. ****Remember to check local government agencies.****

- [] If you will operate a swimming pool, contact **your local health department**. ****Remember to check local government agencies.****

- [] Health and exercise spas, physical fitness facilities and weight loss centers must comply with the Prepaid Entertainment Contract Act. For more information, contact the **Ohio Attorney General's Office** at (800) 282-0515 or (614) 466-4320. The office is also on-line at <http://www.ohioattorneygeneral.gov/>. ****Remember to check local government agencies.****

- [] If you will serve food, you must have a food service operation license. Contact **your local health department**. ****Remember to check local government agencies.****

- [] You must charge sales tax on food eaten on the premises of your business, beverages, retail sales (excluding newspapers) and equipment rental. Health and exercise clubs, physical fitness classes, and weight loss center memberships are taxable. 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. ****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.****

- [] If you will offer transportation services contact the **Public Utilities Commission of Ohio (PUCO)**. Depending on the size of the vehicle and the number of passengers it has room for, you may need to register with the PUCO's **Motor Carrier Division**. Contact the division 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.****

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- [] If you will have a bus, it may need to be inspected by the State Highway Patrol. Contact your local State Highway Patrol office for specific information. ****Remember to check local government agencies.****

- [] You may need a commercial driver's license. Contact the **Ohio Bureau of Motor Vehicles (BMV)** at **(614) 752-7500** for more information. The BMV is on-line at www.bmv.ohio.gov. ****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 (on-line at www.ada-ohio.org/) or the U.S. Department of Justice's ADA Information Line at (800) 514-0301 (on-line at www.usdoj.gov/crt/ada/adahom1.htm). ****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 Ohio EPA can be reached at **(614) 644-3020 for General Inquiries** or **(800) 329-7518 for Office of Compliance Assistance and Pollution Prevention**. Information is also on-line at www.epa.state.oh.us. ****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.

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