



To the County Auditor of _____
County

License No. Issued by County Auditor

ST-1
Rev. 12/04

Application for Vendor's License To Make Taxable Sales

Please print. Federal employer identification no. Social security no. Ohio corporate charter no.

If you are a foreign corporation, give Ohio certificate number.

If you file under cumulative return authority, what is your master number?

- 1. Check type of ownership: (10) Sole owner (20) Partnership (30) Corporation (40) Association (50) LLC (60) Fiduciary (70) LLP (80) LTD (100) Business trust

2. When did you or will you start making taxable sales at this location? (mm/dd/yy)

3. Provide NAICS code and state nature of business activity. (For most current NAICS listing, visit us at www.tax.ohio.gov)

4. Legal name (Corporation, sole owner, partnership)

5. Trade name or DBA

6. Primary address Home/office address of corporation, sole owner or partnership City State ZIP (Home/office phone no.) (Home/office fax no.) (Business phone no.)

7. Business location Address City State ZIP

8. Mailing address (If different from above) City State ZIP

9. How much sales tax do you expect to collect each month? (06) Less than \$200 (01) \$200 or greater

10. List previous owner(s)' name, address and vendor's license number(s). Name Street City State ZIP Vendor's license no.

11. Will you be selling beer, wine or liquor at this location? Yes No If yes, list your Department of Liquor Control permit class, number and employer withholding account number. Liquor control permit class Liquor control permit no. Employer withholding account no.

12. Do you intend to make non-liquor sales prior to the issuance of your permit? Yes No

13. If you operate as a corporation or partnership, list appropriate names, addresses and social security numbers below. Social security no.

President/Partner Name Street City State ZIP Social security no.

Vice-Pres/Partner Name Street City State ZIP Social security no.

Secy/Treas/Partner Name Street City State ZIP Social security no.

Note: The County Auditor shall not issue a vendor's license until all questions on this application are answered. Application and payment of the \$25 fee should be forwarded to the auditor of the county in which the sales are to be made.

I hereby declare the above to be true and correct to the best of my knowledge and belief.

Date Signature of applicant or agent County auditor By deputy

**INSTRUCTIONS FOR COMPLETING APPLICATION
FOR VENDOR'S LICENSE TO MAKE TAXABLE SALES**

- A. If taxable sales are made at more than one location in the county, a license application and a license is required for each location.
- B. In showing the name of the vendor, in the case of a partnership, show the names of all partners.
- C. THE LICENSE ISSUED WILL PERMIT SALES ONLY AT THE LOCATION SPECIFIED ON THE FACE OF THE LICENSE.
- D. State the kind of business in which the vendor is engaged. For example, if engaged in the floral business, state "floral business". If operating a bookstore, show "bookstore". If the vendor is engaged in several lines of business, any one of which might deserve a separate classification, the applicant should state on the license that type of business from which he receives the largest part of his gross sales. In other words, if the applicant operates a furniture store and at the same location, sells radios, and household appliances, the question would arise as to which kind of business would be shown in answer to this question. IT IS IMPERATIVE THAT ONLY ONE KIND OF BUSINESS BE SHOWN IN AN ANSWER TO THIS and therefore if the applicant decided that he sold more furniture than he did radios and household appliances, he would indicate "furniture store" in answer to the question.
- E. Use the correct code number from the Auditor's Office or www.tax.oh.gov web site that applies to the kind of business in which vendor is engaged.
- F. If the vendor has a liquor permit the name and address of the vendor's license must be exactly the same as shown on the liquor permit.