

NEW BUSINESS COMPLIANCE INFORMATION

NOTE: This list may not be complete, depending upon your business type, in some cases some or none may apply. Please contact the agencies listed for help in deciding which items will apply to your specific business situation. It is the responsibility of the owner/manager to seek out any other governmental agencies involved in the regulations of their business. Please keep in mind that this is a guideline only.

STATE TAX INFORMATION

For information related to Income Tax, State Sales Tax, Use Taxes and other applicable state taxes, contact the State Tax Commission.

210 N. 1950 W., Salt Lake City, Utah 84134
Phone: 801-297-2200

FEDERAL EMPLOYER'S TAX ID NUMBER & FEDERAL TAX INFORMATION

Contact the IRS for information related to income, excise, self employment, tip credits and other federal taxes. Every person who pays wages to one or more employees, or is required to file federal reports, must apply for a tax number. The IRS also provides a business tax kit and tax seminar for businesses. The seminar will provide you with basic instructions and forms. Sole proprietors, with no employees, may use their social security number in lieu of an EIN number. If you have questions, please contact the IRS.

50 S. 200 E., Salt Lake City, Utah 84111
Phone: 1-800-829-1040

REGISTRATION OF A BUSINESS NAME / CORPORATIONS

All persons or partnerships doing business in Utah under an assumed business name must register with the Secretary of State. Corporations, LLC's, etc. must file articles and name registration. (Exceptions: Federally Chartered Banks, Sovereign Nations, & Insurance Agents)

Department of Commerce: Heber M. Wells Building
160 E. 300 S. Salt Lake City, Utah 84111
Phone: 801-530-4849
Cost: Corp. Filing Fee \$52.00 Registration of Name: \$22.00

STATE BUSINESS LICENSING

Under certain circumstances, a special state business license may be required for your business. Consult with The Utah Department of Registration for more information. A state license does not exempt the business from obtaining a local business license.

Heber M. Wells Building
160 E. 300 S., Salt Lake City, Utah 84111
Phone: 801-530-6628

FOR VEHICLE LICENSES, i.e.: DEALERS, AUTO BODY WORK, ETC. CONTACT THE UTAH STATE DIVISION OF MOTOR VEHICLE ENFORCEMENT.

210 N. 1950 W., Salt Lake City, Utah 84134
Phone: 801-297-2600

SALT LAKE COUNTY HEALTH DEPARTMENT

Salt Lake County Health Department has requirements for newly licensed and permitted establishments such as: Cosmetology, Day Cares, Massage, Tanning facilities, Hotels/Motels, Restaurants and other food and drink establishments. (Ownership changes are considered newly licensed & are required to be approved prior to beginning or continuing business). Please contact the Health Department for information.

788 E. Wood Oak Lane (5380 South), Murray Utah 84107
Phone: Food Protection: 385-468-3845 (Restaurants, Bars, Food Services)
All Other Departments: 385-468-3835 (All Other Issues: Sanitation, Salons, Etc.)
Prepackaged Consumption Items: Contact the Dept. of Agriculture: 801-538-7124

SAFETY REGULATIONS

Contact the Utah Labor Commission, Division of Occupational Safety and Health (Utah OSHA):

Heber M. Wells Building
160 E. 300 S. 3rd Floor, Salt Lake City, Utah 84111
Phone: 801-530-6901 or 1-800-530-5090
www.laborcommission.utah.gov

PROPERTY TAXES

Property taxes are levied on land, buildings & equipment used in a business. Please contact the Salt Lake County Treasurer for information:

2100 S. State Street, Salt Lake City, Utah 84190
Phone: 801-468-3050

UNEMPLOYMENT INSURANCE

Unemployment insurance, both state & federal, is generally required in firms with one or more employees. For information, contact the Department of Workforce Services - DWS.

140 East 300 South, Salt Lake City, Utah 84145
Phone: 1-800-222-2857

WORKERS COMPENSATION INSURANCE

Workers compensation insurance is required of all employers. This insurance may be obtained from private companies or the Worker's Compensation Fund. For information, contact The Utah Labor Commission, Division of Industrial Accidents. Businesses without employees may be required to complete an exclusion policy or worker's compensation waiver. For more information:

Heber M. Wells Bldg.
160 East 300 South 3rd Floor, Salt Lake City, Utah 84111
Phone: 801-530-6901 or 1-800-530-5090
www.laborcommission.utah.gov

MINIMUM WAGE LAW

Many businesses are subject to federal minimum wage, overtime and child labor law regulations. For information, contact the U.S. Department of Labor, Wage & Hour Division:

Salt Lake City District Office
Eagle Gate Plaza & Tower
60 East South Temple Street, Suite 575
Salt Lake City, Utah 84111-1016
Phone: 801-524-5706 or 1-866-4-USWAGE (1-866-487-9243)

For businesses not under federal jurisdiction, please contact the Utah Labor Commission – Wage Claim Unit:

Heber M. Wells Bldg.
160 East 300 South 3rd Floor, Salt Lake City, Utah 84111
Phone: 801-530-6901 or 1-800-530-5090
www.laborcommission.utah.gov

ADDITIONAL RELATED PHONE NUMBERS:

Better Business Bureau	801-892-6009
Bureau of Child Care Licensing	801-538-9288
Division of Consumer Protection	801-530-6601
Department of Motor Vehicles	801-297-2600
DABC (Alcohol Licensing)	801-977-6800
BCI (Background Investigations)	801-965-4445 3888 W 5400 S, West Valley City, Utah (FBI check)
Insurance Division	801-538-3800