

# Lake County, Ohio USA

Vendor's License

**Edward H. Zupancic**

**Lake County Auditor**

## **How to Make Application for Vendor's License to Make Taxable Sales**

*You must come in to the Auditors Office Personal Property Department to pick up the Application for Vendor's License.*

**Edward H. Zupancic, Auditor  
Personal Property Department  
105 Main St  
Painesville, OH 44077**

1. All regular vendor license's are \$25.00
2. All Checks are to be made out to the **Lake County Treasurer**
3. Estimate of monthly sales tax liability
4. Duplicate copies of applications are required
5. Date started to sell retail

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### **For Corporations the Following Information is Required**

1. Name Of Corporation
2. Trade Name
3. Type of Business
4. Tax Mailing Address
5. Corporation charter number
6. Officer of corporation must sign name and title
7. Federal Identification Number, If applied for and not yet received, the Social security number of the president of the corporation
8. Name, home address of the President, Vice President & Secretary/Treasurer of the corporation
9. Home Office address of the corporation
10. Business address in Lake County, Ohio

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### **Vendors License for Sole Owner & Partnerships**

1. Name (or names) of person and/or persons involved in the business
2. Business address in Lake County
3. Type of business
4. Trade Name
5. Business phone number
6. Mailing address of business
7. Home addresses or address of all parties involved
8. Social Security Number(s) of all persons involved in business
9. Name and address of previous owner of business + vendor license #

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*Any questions-please call the Lake County Auditor at  
(440) 350-2531 or (440) 350-2533 or from the West End (440) 918-2532 or from Madison  
(440) 428-4348 Ext. 2532*

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For more information on Venders License's and to download a copy of Ohio Tax Guide's visit

**Ohio Department of Taxation**

**AT**

**<http://www.state.ohio.us/tax/>**