

STEPS IN GETTING STARTED

FOR INFORMATION ON:	CONTACT:
Local Permits & Zoning Regulations	City, Village or Town Authorities
Certificate of Doing Business Or Certificate of Incorporation	County Clerk (518) 565-4700
Federal Employer Identification Number	Internal Revenue Service (800) 829-1040
Sales Tax Number	NYS Department of Taxation & Finance (800) 225-5829 (800) 748-3676 (To Request Forms) www.tax.state.ny.us (web site)
Unemployment Insurance Employee Registration Numbers (When calling, state you are "requesting coverage determination")	NYS Department of Labor Liability & Determination Division 457-5806
Worker's Compensation Insurance & Disability Benefits Insurance	NYS Worker's Compensation Board 474-6674
Alcohol Beverage Control (ABC Board)	NYS Liquor Authority 474-7604
Small Business Development Corporation	564-2042
Chamber of Commerce	563-1000