

Starting a New Business

Tennessee Secretary of State - Business Services - Find information on forming corporations, partnerships, limited liability companies, etc. Check on availability of a business name- do this before you apply for a tax number with the IRS, in case your business name is already being used and has to be changed.

http://www.tn.gov/sos/bus_svc/

I.R.S. - Apply for an Employer Identification Number - (E.I.N)

[http://www.irs.gov/Businesses/Small-Businesses-&Self-Employed/Apply-for-an-Employer-Identification-Number-\(EIN\)-Online](http://www.irs.gov/Businesses/Small-Businesses-&Self-Employed/Apply-for-an-Employer-Identification-Number-(EIN)-Online)

Tennessee Department of Revenue – Register for Taxes - Find information on the different types of taxes that apply to your business and register for these taxes on-line at <https://apps.tn.gov/bizreg/> . This creates tax accounts for the various taxes your business will be required to pay.

If business tax is one of the taxes that your business is required to pay, after registering on-line with the Dept. of Revenue for a business tax account, you must also submit business tax applications to both the city and county in which your business is located. If your business is not inside a city limit, then you will only need a county business tax account. See the contact information below for the city and county business tax offices.

Also after registering on-line for business tax accounts, you will receive state business tax account numbers, one for your city business tax account and one for your county business tax account. You will use these numbers to register for on-line business tax filing at <https://apps.tn.gov/biztax/>. This is how you will pay your business taxes each year to renew your business tax licenses.

You may reach the Tennessee Department of Revenue by phone at (800)342-1003 during normal business hours or on-line at www.TN.gov/revenue. Email service is also available by sending an email to tn.revenue@tn.gov.

Spring Hill Business Tax Office

Spring Hill City Hall
199 Town Center Pkwy.
P.O. Box 789
Spring Hill, TN 37174

Ph :(931) 486-2252 ext. 243

<http://www.springhilltn.org/index.aspx?nid=303>

Williamson County Business Tax Office

Williamson County Admin. Complex
1320 W. Main St.
Suite 135A
Franklin, TN 37064

Ph: (615) 790-5732

<http://www.williamsoncounty-tn.gov/index.aspx?nid=943>

Maury County Business Tax Office

Maury County Clerk's Office
41 Public Square
Columbia, TN 38401

Ph: (931) 375-5202

<http://www.maurycounty-tn.gov/index.aspx?page=181>

Tennessee Alcoholic Beverage Commission – Apply for a Liquor License

<http://www.tn.gov/abc/licensing%20-%20lead%20page.shtml>

Spring Hill Beer Permit - Beer Permit Applications can be obtained on-line at

<http://www.springhilltn.org/index.aspx?nid=299> or picked up at City Hall at 199 Town Center Parkway, Spring Hill, TN 37174

Spring Hill Building Code and Fire Code Compliance

Prior to opening a new business, or changing a business location, contact the Spring Hill Building Codes Department and Spring Hill Fire Department to confirm that the location of the business meets any Spring Hill Building Codes and Fire Codes requirements. Issuance of a Spring Hill Business Tax License does not permit operation unless properly zoned and/or in compliance with all other applicable state, county or city laws, rules and regulations. Also, as required by Tennessee Code Annotated 39-17-1801 et seq., businesses must comply with all provisions of the Tennessee Non-Smoker Protection Act.

Spring Hill Building Codes: (931) 486-2252 ext. 211

Spring Hill Fire Admin: (615) 302-3462
