

## Ohio Department of Taxation Vendor License Information

In accordance with H. B. 562, effective January 2009, the Ohio Department of Taxation began mandatory electronically filing of sales tax returns. It states that each person who has or is required to have a vendor's license shall make and file a return using electronic means. The primary system of use is the Ohio Business Gateway (OBG) and secondary is the Ohio TeleFile system.

As vendors are required to file returns electronically, we strongly recommend that you apply for the vendor account electronically through OBG. This will prepare you for filing by having the OBG registration process completed, and filing of the return will be limited to a log-in and completion of the return.

Please use this link to obtain your vendor's account immediately from OBG: <https://ohiobusinessgateway.ohio.gov/>

If you require assistance, the following link will provide a Self Help eLibrary with video tutorials, including "Register to Use OBG" and "Sales Tax Registration."

[http://www.tax.ohio.gov/self\\_help/self\\_obg.aspx](http://www.tax.ohio.gov/self_help/self_obg.aspx)

**\*NOTE:** The processing of a paper application may take up to six weeks. If you wish to complete the application through the mail, please use the link below to obtain a copy of paper application for the appropriate account type.

[http://www.tax.ohio.gov/portals/0/sales\\_and?use/st\\_st1t12\\_09.pdf](http://www.tax.ohio.gov/portals/0/sales_and?use/st_st1t12_09.pdf)