

## **INFORMATION NEEDED TO OBTAIN A TRADER'S LICENSE**

1. Zoning Permit
  - a. City of Hagerstown Zoning information may be found at [www.hagerstownmd.org/Plan\\_Dev/Zoning/Zoning\\_index.asp](http://www.hagerstownmd.org/Plan_Dev/Zoning/Zoning_index.asp)
  - b. Washington County Zoning information may be found at [http://www.washco-md.net/public\\_works/permits/permits.html](http://www.washco-md.net/public_works/permits/permits.html)
2. Federal Tax Number (EIN)
  - a. Application may be found at [www.irs.gov/businesses/small/article/0,,id=97860,00.html](http://www.irs.gov/businesses/small/article/0,,id=97860,00.html)
3. Maryland Sales and Use Tax Number
  - a. There is an application included with your packet or you can go to the Maryland State Comptroller's web site <http://interactive.marylandtaxes.com/webapps/comptrollercra/entrance.asp>
4. Verification of Worker's Compensation Insurance if you have employees.
5. Copies of corporation papers including ID number from State Department of Assessments and Taxation
  - a. Information may be found at [www.dat.state.md.us/sdatweb/checklist.html](http://www.dat.state.md.us/sdatweb/checklist.html)