

North Carolina Department of Revenue
www.dor.state.nc.us

New Business Contact List

The types of information needed and licensing and tax requirements vary based on the individual characteristics of each business. This list contains the names and telephone numbers of the most frequently contacted state, federal, and local governmental agencies to establish a new business.

State Licenses and Taxes North Carolina Department of Revenue
PO Box 25000
Raleigh, NC 27640-0001

Forms Order Line 1-877-252-3052

Merchants Certificate of Registration (Sales and Use Tax Number) 1-877-252-3052

Sales and Use Tax 1-877-252-3052

Withholding Tax 1-877-252-3052

Alcoholic Beverages Permit - ABC Commission (919) 779-0700

Amusement Taxes 1-877-308-9103

Bingo - Crime Control and Public Safety (919) 733-3029

Corporate Income Tax 1-877-252-3052

Excise Taxes:

 Alcoholic Beverages (919) 733-3641

 Tobacco (919) 733-3651

Franchise Tax 1-877-252-3052

Individual Income Tax 1-877-252-3052

Installment Paper Dealer Tax 1-877-308-9103

Intangibles Tax 1-877-252-3052

Privilege Licenses 1-877-308-9103

Incorporating a Business North Carolina Secretary of State
2 South Salisbury Street
Old Revenue Building
Raleigh, NC 27601
(919) 807-2225

Unemployment Insurance Employment Security Commission of North Carolina
PO Box 26504
Raleigh, NC 27611
(919) 733-7395 or your local ESC office

Workers Compensation Your insurance agent or the North Carolina Rate Bureau
PO Box 176010
Raleigh, NC 27619-6010
(919) 783-9790

State Labor Law Regulations North Carolina Department of Labor
4 West Edenton Street
Raleigh, NC 27601
(919) 733-7166 or 1-800-NC-Labor

Health and Safety - OSHA (919) 856-4770
Wage and Hour (919) 790-2741

Child Day Care Licensing Division of Child Development
319 Chapanoke Road, Suite 120
Raleigh, NC 27603
(919) 662-4499

Motor Vehicle Dealer's License Division of Motor Vehicles
Enforcement Section
1100 New Bern Avenue, Annex Building
Raleigh, NC 27697
(919) 861-3182

Notary Public Licensing Notary Public Offices
North Carolina Secretary of State
2 South Salisbury Street, Old Revenue Building
Raleigh, NC 27601
(919) 807-2131

Federal Taxes and Licenses United States Internal Revenue Service
320 Federal Place
Greensboro, NC 27401

Federal Employer Identification Number (FEIN),
Income Tax Withholding, and FICA Information 1-800-829-1040

License for Firearms and Ammunitions Bureau of Alcohol, Tobacco & Firearms Division
6701 Carmel Road, Suite 200
Charlotte, NC 28226
(704) 716-1800

Contact your city or county offices for information on the following:

Building Inspection
City Licenses and Business Tax
County Licenses and Business Tax
Fire Prevention Inspection - Local Fire Department
Food Handlers Inspection - Health Department
North Carolina Assumed Name Act - Register of Deeds Office
(for partnerships which do not use the name of the principals)
Occupancy Tax
Prepared Meals Tax
Sign Permits
Zoning Information