

Town of Six Mile: Mobile Food Truck Checklist From SCBOS

Municipal Zoning

- Be sure to contact Town of Six Mile

Federal

- Federal Employer Identification Number (EIN) – irs.gov

State

- Register your LLC, LLP, or Corporation (SCSOS) – sos.sc.gov
- Sales Tax (SCDOR) dor.sc.gov
- Business Personal Property Tax (SCDOR) – dor.sc.gov
- Retail Food Establishment Permit (DHEC) – scdhec.gov

Municipal

- Town Business License

Hiring Employees

- Obtain an EIN (IRS)
- Register w/E-Verify (report within 3 days of employment) (DHS) – e-verify.gov
- Register w/SC New Hire (report with 20 days of new employee) (SCDSS) – newhire.sc.gov
- Register with SC Dept of Revenue for Withholding (SCDOR) – dor.sc.gov
- Register with SC Dept of Employment & Workforce for Unemployment Insurance (SCDEW) – dew.sc.gov
- Order or Print employment workplace posters (LLR) – llr.state.sc.us
- Obtain Workers Compensation Insurance (if required)

Other Considerations

- DHEC has an excellent pamphlet on their requirements for a mobile food truck or cart at scdhec.gov
- Special event licenses or permits are typically obtained in the county/city/town where the festival or event takes place.