

REQUIREMENTS TO OPEN A BUSINESS IN LONOKE

1. MAKE SURE THE PROPERTY IS ZONED CORRECTLY FOR THE TYPE OF BUSINESS YOU WANT TO OPEN. MOST TYPES OF BUSINESSES CAN ONLY OPERATE IN THE COMMERCIAL DISTRICT. *Businesses operated out of the home must meet special requirements including meeting subdivision Bill of Assurances and having adequate parking. Also, some home occupations may require additional liability insurance other than your homeowner's policy. You should check with your insurance agent to make sure you are covered.
2. IF YOU WANT TO OPEN A FOOD SERVICE ESTABLISHMENT, YOU MUST COMPLY WITH ALL ARKANSAS HEALTH DEPARTMENT REGULATIONS:
 - A. FOOD-RELATED ESTABLISHMENT GUIDELINES PLAN APPROVAL
 - B. PLUMBING PLAN REVIEW AND APPROVAL
 - C. IF LIQUOR IS TO BE SERVED, ALCOHOL BEVERAGE CONTROL APPROVAL
3. FEDERAL TAX ID NUMBER
4. STATE SALES TAX PERMIT NUMBER - Most businesses must charge sales tax.
5. IF FOOD SERVICE, AN A&P TAX PERMIT APPLICATION MUST BE OBTAINED.
6. YOU MUST MEET THE STATE FIRE CODE AND OCCUPANCY REQUIREMENTS **AND** HAVE A CURRENT FIRE INSPECTION BY THE STATE FIRE MARSHALL OR OUR THE LONOKE VOLUNTEER FIRE DEPARTMENT FIRE CHIEF.
7. CITY BUSINESS LICENSE
8. ITEMS 1-6 MUST BE FULFILLED BEFORE YOU CAN OBTAIN A CERTIFICATE OF OCCUPANCY AND APPLY FOR ITEM #7.

IF CONSTRUCTION/REMODELING WORK IS TO BE DONE

1. A BUILDING PERMIT APPLICATION MUST BE OBTAINED IF ANY CONSTRUCTION OR REMODELING WORK IS TO BE DONE. (This includes building or moving walls, bathroom renovations, kitchen renovations, plumbing, electrical, or heat & air work, etc.) ALL WORK MUST BE COMPLETED BY A LICENSED CONTRACTOR and LICENSED INSTALLERS.
2. APPLICATION NEEDS TO BE COMPLETED FULLY AND SUBMITTED WITH DRAWINGS AND/OR SURVEY, IF NEEDED, TO THE DIRECTOR OF COMMUNITY DEVELOPMENT FOR REVIEW AND/ OR APPROVAL. IF THE PROJECT MUST GO TO THE PLANNING COMMISSION, IT SHOULD BE SUBMITTED NO LATER THAN THE CLOSE OF BUSINESS ON THE 1ST MONDAY OF THE MONTH.
3. ONCE BUILDING PERMIT IS APPROVED, CONTRACTOR AND INSTALLERS WILL PAY FEES AND THEN THEY CAN BEGIN WORK. INSPECTIONS WILL BE DONE AS NEEDED.

REQUIREMENTS TO OPEN A FOOD TRUCK IN LONOKE

1. MAKE SURE THE PROPERTY IS ZONED CORRECTLY FOR THE TYPE OF BUSINESS YOU WANT TO OPEN. FOOD TRUCKS CAN ONLY OPERATE IN THE COMMERCIAL DISTRICT.
2. YOU MUST COMPLY WITH ALL ARKANSAS HEALTH DEPARTMENT REGULATIONS:
 - A. FOOD-RELATED ESTABLISHMENT GUIDELINES PLAN APPROVAL
 - B. PLUMBING PLAN REVIEW AND APPROVAL
 - C. INSPECTION OF FOOD TRUCK
3. FEDERAL TAX ID NUMBER
4. STATE SALES TAX PERMIT NUMBER
5. AN A&P TAX PERMIT APPLICATION MUST BE OBTAINED.
6. CITY BUSINESS LICENSE
7. ITEMS 1-6 MUST BE FULFILLED BEFORE YOU CAN OPEN YOUR FOOD TRUCK FOR BUSINESS.