

I'm Starting a Business – Who Should I Contact?

Information for businesses
from the

IOWA  Department of **REVENUE**

Federal Internal Revenue Service (IRS)

You will need a Federal Employer Identification Number (FEIN) if:

- You are a sole proprietorship and have employees or
- Your business is a corporation or
- Your business is a partnership or
- You sell alcohol, firearms or tobacco or
- You need to pay federal excise taxes

How to apply for a FEIN:

- You can [apply for your FEIN online](#) through the IRS Web site. Or obtain the paper application for FEIN, by downloading pdf form [SS-4, Application for Employer Identification Number](#) (pdf).

Questions for the IRS?

- **IRS Web site:**
 - Starting a Business
 - Online forms and publications
- Federal tax information, forms and publications
Call: 1-800-829-3676
- Answers to your business tax questions
Call: 1-800-829-4933

Other Federal Government Contacts

- U.S. Department of Commerce
- U.S. Department of Labor
- U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives
- U.S. Federal Trade Commission

Iowa Department of Revenue (IDR)

Register for:

- employee withholding
- sales / use tax
- hotel / motel tax
- automobile rental tax
- motor fuel tax
- corporation income tax
- partnership / LLC tax returns

Questions for the IDR?

- **IDR Web site:**
 - Starting a Business
 - Online forms and publications
- Call us: 8 a.m. - 4:15 p.m. CT
515-281-3114 or
1-800-367-3388 (Iowa, Omaha, Rock Island,
Moline)
- E-mail us at idr@iowa.gov

Iowa Workforce Development (IWD)

- Iowa unemployment insurance
- employment services
- education and regulation of health, safety and employment laws:
 - Iowa minimum wage
 - Iowa OSHA
 - contractor registration

Questions for IWD?

- IWD [Web site](#)
- IWD [Contact Information](#)
- E-mail IWD:
iwd.customerservice@iwd.state.ia.us

Other State of Iowa Contacts

- [Iowa Department of Economic Development](#)
- [Iowa Secretary of State](#)
- [Iowa Department of Inspections & Appeals](#)
- [Iowa Department of Commerce](#)
- [Iowa Department of Transportation](#)
- [Iowa Department of Agriculture](#)
- [Iowa Department of Public Health](#)

County Governments

■ County Recorder:

- information for sole proprietorships and simple partnerships
- Certificates of Assumed Name to register a business name (if doing business under a name other than your own)

■ County Treasurer:

- property tax information
- vehicle registration

Link to:

[List of counties and contact information about each](#)

City Governments

- building permits
- new business projects
- loans & grants
- training programs

Link to:

[City Web sites](#)



Other Resources

- Bank / Financial Institution
- Attorney
- Accountant
- Insurance Agent
- University or College Business Center Program
- Service Corps of Retired Executives (SCORE)
- Small Business Development Centers (SBDCs)