

LOCAL RESOURCES

The Greater Mt. Airy Chamber of Commerce

Phone: 301.829.5426

P.O. Box 741, Mount Airy, MD 21771

www.mtairychamber.com

Mount Airy Main Street Association

Phone: 301.829.1424

P.O. Box 788, Mount Airy, MD 21771

www.mountairymainstreet.org

Carroll County Economic Development

Phone: 410.386.2070 and 410.876.2450

www.carrollbiz.org

Carroll County Chamber of Commerce

Phone: 410.876.9050

P.O. Box 871, Westminster, MD 21158

www.carrollcountychamber.org

Frederick County Chamber of Commerce

Phone: 301.662.4164

8420-B Gas House Pike, Frederick, MD 21701

www.frederickchamber.org

Frederick County Office of Economic Development

Phone: 301.600.1058

www.discoverfrederickmd.com

Carroll Community College Miller Center for Small Businesses

Phone: 410.386.8012

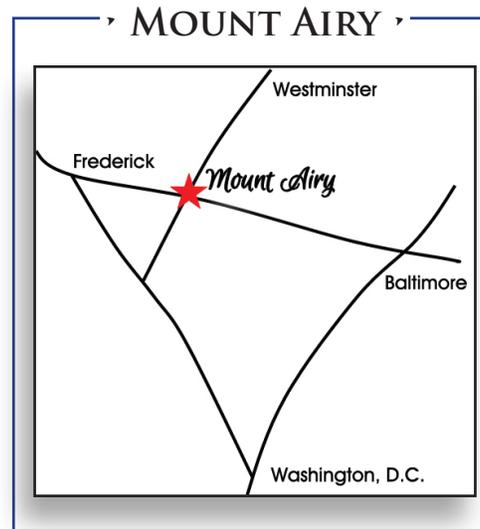
1601 Washington Grove Westminster, MD 21157

www.carrolltraining.com

Carroll Business Path

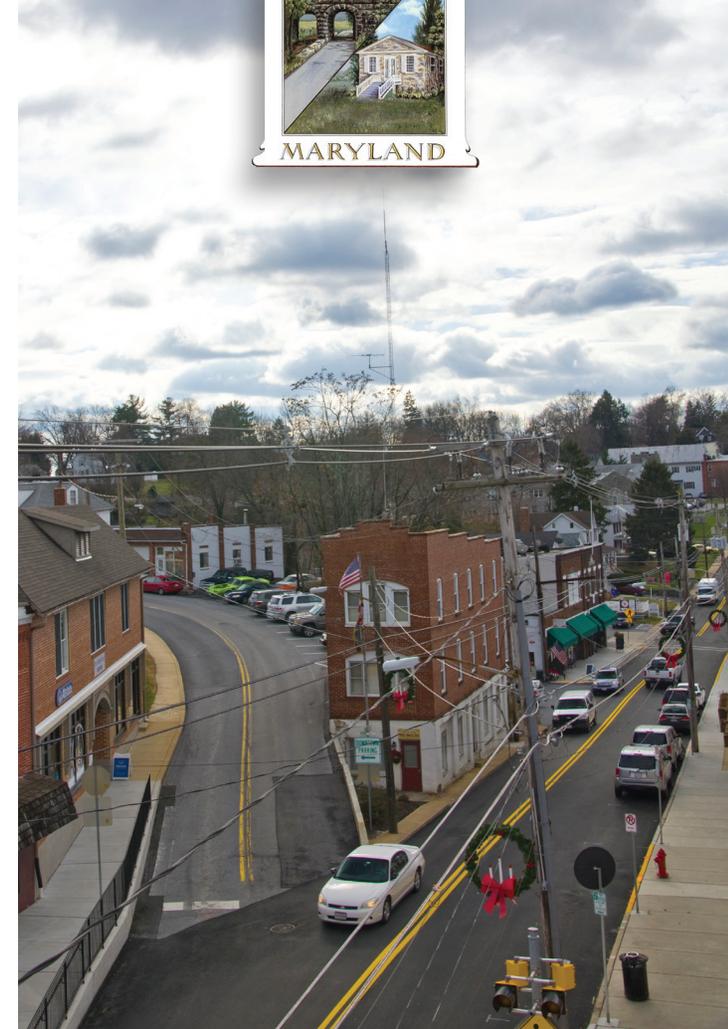
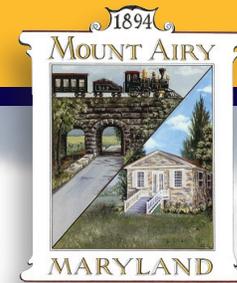
Phone: 10.386.2525

www.carrollbusinesspath.com



Mount Airy is conveniently located at the intersection of Frederick, Carroll, Howard and Montgomery Counties.

We are 35 miles from Baltimore,
37 miles from Washington, D.C.,
15 miles from Frederick, and
18 miles from Westminster.



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Town of Mount Airy
P.O. Box 50, 110 S. Main St.
Mount Airy, MD 21771
301.829.1424 www.mountairymd.org

**A GUIDE ON HOW TO
ESTABLISH A BUSINESS
IN THE TOWN OF
MOUNT AIRY**

GETTING STARTED IN THE TOWN OF MOUNT AIRY, MD

OBTAIN ZONING CERTIFICATE

Prior to establishing your business within the town limits, visit our planning office to obtain zoning identification, allowed uses and all other applications needed.

DETERMINE PERMIT REQUIREMENTS

Permits may be required for your particular business, even if you aren't constructing anything.

- **Change of Use Permits ***
- **Construction or Tenant/Fit Out Permit ***

Please contact the Carroll County Bureau of Permits and Inspections at 410.386.2674 or visit their website at: <http://ccgovernment.carr.org/ccg/permits>.

**This includes those properties located in Frederick County.*

- **Zoning/Change of Owner Permits** are needed if you are taking over an established business.

• **Sign Permits**

A permit will be required for any business signage that you may wish to place on your building or business site.

Please contact the Town Hall, Planning Office for the regulations and permits at 301.829.1424.

DETERMINE LICENSING REQUIREMENTS

• **Trader's License**

Once you have zoning approval, certain types of businesses are required to have a trader's license. The license is issued by the Clerk of the Circuit Court and fees vary depending on the type of business you are opening. Please visit the following links for more information.

[Carroll County](http://mdcourts.gov/clerks/carroll/business.html)

<http://mdcourts.gov/clerks/carroll/business.html>

[Frederick County](http://www.courts.state.md.us/clerks/frederick/business.html)

<http://www.courts.state.md.us/clerks/frederick/business.html>

• **Other Business Licenses**

A State of Maryland business license is required for most businesses. Information and resources can be found at: *Maryland.gov* under Business

• **Home Occupation /Special Exception**

Contact Town Hall for further information.

NOTES

Establishing or starting a new business can be challenging, especially if you don't know where to begin. Here are a few tips to get you started.

THE CHECK LIST

- Select your business structure
- Obtain personal property tax information
- Register a trade name
- Select and register your business name and entity
- Tax ID number and FEIN
- Obtain federal, state, county, and local tax information
- Check county and local zoning requirements
- Obtain and complete application for Maryland business license
- Check state, county and local license requirements.

Additional information may be found at www.mountairymd.org/economic-development or scan the QR Code

