



Town of Zebulon

Planning Department

1003 N. Arendell Avenue, Zebulon, NC 27597
Phone: (919) 823-1810 Fax: (919) 269-6200
www.townofzebulon.org

STARTING A NEW BUSINESS

There are many things to consider when you are starting a new business. Federal, state, and local licenses and permits may be required depending on the type of business. Most areas have Zoning Ordinances that may prevent you from operating a business from a particular location, including your residence. You must also consider that there are incomes taxes, sales taxes, and withholding taxes at both the state and federal levels. Before getting started, you may want to consult with an attorney.

Obtaining a Privilege License (Business License) in Zebulon

Anyone who maintains a physical business presence within the corporate Town Limits of Zebulon must obtain and complete a business registration form for a flat fee of \$25. The registration form must be renewed annually and may be obtained at Town Hall, which is located at 1003 N. Arendell Avenue, or by visiting our website at www.townofzebulon.org.

For more information please contact (919) 823-1810.

If your business is physically located within the Town, please check with the Zebulon Planning Department at (919) 823-1810 to make sure that the type of business is acceptable at that location. If zoning is in compliance for your location, you will want to contact the Planning Department at (919) 823-1810 to make sure that any signage that you will have at your location is not in violation of a Town ordinance.

For state licenses and taxes please contact the Business ServiCenter at the NC Department of Commerce at (919) 715-2864 or (800) 228-8443.

Tax Numbers

There are several types of tax numbers. If a business is planning to have sales, a Sales & Use Tax number is required. Businesses having employees are required to have a Federal Employer Identification number and a North Carolina Withholding Tax number. Application forms may be obtained at the Business ServiCenter at the North Carolina Department of Commerce, which is located at 301 N. Wilmington Street, Raleigh, NC 27601.

Registering a Business Name

Sole proprietorships and partnerships must be filed with the Register of Deeds Office in the county or counties in which the business plans to operate. Corporations must register their business names with the North Carolina Department of the Secretary of State Corporations Division.

Incorporating Your Business

To incorporate your own business, you can file a one page form called the Articles of Incorporation and pay the associated filing fee with the North Carolina Department of the Secretary of State Corporations Division. You will want to consult with an attorney to ensure all legal issues are handled properly.