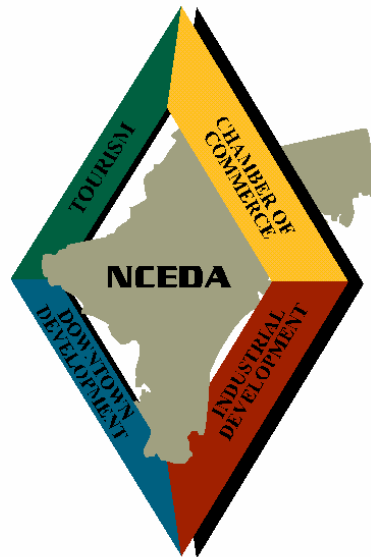


# Doing Business in Bardstown-Nelson County Kentucky

**Nelson County Economic  
Development Agency**



**"PARTNERS FOR PROGRESS"**

## Doing Business in Bardstown-Nelson County, Kentucky

The following information will be beneficial to you as you prepare to establish your business in Bardstown-Nelson County:

If you need to:	You should:	For details, call:
Operate a business in Bardstown	Apply for a business license and Bardstown City and Nelson County Occupational Tax	Bardstown City Hall 220 North Fifth Street Bardstown, KY 40004 502-348-5947 <a href="http://www.cityofbardstown.org">www.cityofbardstown.org</a>
Operate a business in Bloomfield	Apply for a business license in Bloomfield and a Nelson County Occupational Tax	Bloomfield City Hall 141 Depot Street Bloomfield, KY 40008 502-252-5235 <a href="http://www.bardstown.com/~bfield">www.bardstown.com/~bfield</a>
Operate a business in New Haven	Apply for a business license in New Haven and a Nelson County Occupational Tax	New Haven City Hall 302 Center Street New Haven, KY 40051 502-549-3177
Operate a business in Nelson County (outside a City limit)	Apply for Nelson County Occupational Tax	Nelson County Fiscal Court One Court Square Bardstown, KY 40004 (502) 348-1802 <a href="http://www.nelsoncountky.com">www.nelsoncountky.com</a>
Determine if your business location is appropriate for the intended use	Check for proper zoning	Planning and Zoning One Court Square, 2 <sup>nd</sup> Floor Bardstown, KY 40004 502-348-1805 <a href="http://www.ncpz.com">www.ncpz.com</a>
File a Kentucky Tax Registration Application Form (form 10A100)	Contact the Kentucky Revenue Cabinet	Kentucky Revenue Cabinet Central KY Taxpayer Service Center 200 Fair Oaks Lane Frankfort, KY 40602 502-564-4581 502-564-3306 <a href="http://www.revenue.ky.gov">www.revenue.ky.gov</a>
Obtain an employer identification number	Contact a U.S. Internal Revenue Service district office	U.S. Internal Revenue Service 550 Main Street Cincinnati, Ohio 45202 513-621-6281 800-829-1040 <a href="http://www.irs.gov">www.irs.gov</a>

Establish a restaurant that sells alcoholic beverages or operate a package store	Obtain a liquor or beer license	Bardstown City Hall 220 North Fifth Street Bardstown, KY 40004 502-348-5947 <a href="http://www.cityofbardstown.org">www.cityofbardstown.org</a>
Sell food or drinks	Obtain a Food Establishment Permit	Nelson County Environmental Services 325 South Third Street Bardstown, KY 40004 502-348-3698
Incorporate your business and register the business name	File Articles of Incorporation (or Cert. of Authority if corp. headquarters is out of state)  File name, proprietorship, partnership or incorporation	Secretary of State State Capitol Building Frankfort, KY 40601 502-564-2848  Nelson County Clerk 113 East Stephen Foster Bardstown, KY 40004 502-348-1820
Establish a state unemployment insurance account	Register with the Kentucky Department for Employment Service (Form UI1)	Division for Unemployment Insurance, CHR Building 2 <sup>nd</sup> Floor East 275 East Main Street Frankfort, KY 40621
Determine if other state license applications need to be filed	Contact the state Business Information Clearinghouse	Business Information Clearinghouse Capital Plaza Tower, 22 <sup>nd</sup> Floor Frankfort, KY 40601 502-564-4252 800-626-2250
Apply for the City Restaurant Tax	Obtain a license	Bardstown City Hall 220 North Fifth Street Bardstown, KY 40004 502-348-5947 <a href="http://www.cityofbardstown.org">www.cityofbardstown.org</a>
Home Based Occupation Permit	Apply for Permit	Planning and Zoning One Court Square Bardstown, KY 40004 502-348-1805 <a href="http://www.ncpz.com">www.ncpz.com</a>
Signage Standards	Apply for Permit	Planning and Zoning One Court Square Bardstown, KY 40004 502-348-1805 <a href="http://www.ncpz.com">www.ncpz.com</a>

Nelson County Economic Development Agency (“**NCEDA**”) and  
Bardstown Industrial Development Corporation (“**BIDC**”)  
One Court Square  
Bardstown, KY 40004  
502-348-6402

- Information on industrial and commercial sites in the area
- Business financial assistance
- Information on starting or expanding a business or industry
- Provide employment and demographic data
- Act as an advocate for business within the government
- Existing Industry assistance
- Workforce development opportunities
- Information Clearinghouse for all economic development agencies including Industrial Development, Chamber of Commerce, Tourism and Mainstreet

Bardstown-Nelson County Chamber of Commerce  
One Court Square  
Bardstown, KY 40004  
502-348-9545

- Advocacy organization providing a wide range of services to businesses

Kentucky Small Business Development Center (KSBDC)  
1105 Juliana Court, Suite #6  
Elizabethtown, KY 42701  
270-765-6737

- Offers a variety of seminars and structured training along with intensive one-on-one consulting to individuals and small businesses

Kentucky World Trade Center  
333 West Vine Street, Suite 1600  
Lexington, KY  
270-258-3139

- Import/Export assistance

Other Related Services:

Bellsouth  
877-573-2597

- Telephone hook-up

Bardstown Cable Internet  
Bardstown City Hall  
220 North Fifth Street  
Bardstown, KY 40004  
502-348-5947

Salt River Electric  
111 West Brashear Avenue  
Bardstown, KY 40004  
502-348-3931

Kentucky Utilities  
1-800-981-0600

- Electric Service (depends on area of county)

Bardstown City Hall  
220 North Fifth Street  
Bardstown, KY 40004  
502-348-5947

New Haven City Hall  
302 Center Street  
New Haven, KY 40051  
502-549-3177

Bloomfield City Hall  
141 Depot Street  
Bloomfield, KY 40008  
502-252-8222

Nelson County Fiscal Court  
One Court Square  
Bardstown, KY 40004  
502-348-1800

- Garbage Collection

Bardstown City Hall  
220 North Fifth Street  
Bardstown, KY 40004  
502-348-5947

North Nelson Water  
5555 Louisville Road  
Cox's Creek, KY 40013  
502-348-8342

Bloomfield City Hall  
141 Depot Street  
Bloomfield, KY 40008  
502-252-8222

Lebanon Junction Water District  
271 Main Street  
Lebanon Junction, KY 40150  
502-833-4311

New Haven Water & Sewer System  
302 Center Street  
New Haven, KY 40051  
502-549-3177

- Water service hook-up (depends on area of county)

LG&E  
1-800-331-7370

- Natural gas hook-up

Bardstown City Hall  
220 North Fifth Street  
Bardstown, KY 40004  
502-348-5947

Bardstown Internet Service  
200 West John Fitch Avenue  
Bardstown, KY 40004  
502-349-9444

- Internet Service

Bardstown Cable TV  
220 North Fifth Street  
Bardstown, KY 40004  
502-348-5947

Insight Communications (serves Bloomfield)  
800-541-4223

- Cable TV

Bardstown-Nelson County Volunteer Fire Department  
220 North Fifth Street  
Bardstown, KY 40004  
502-348-3121

- Information regarding fire codes

Kentucky Division of Air Quality  
316 St. Clair Mall  
Frankfort, KY 40601  
502-573-3382

- Information on air pollution sources

Kentucky Division of Waste Management  
18 Reilly Road  
Frankfort, KY 40601  
502-564-6716

- Solid and hazardous wastes
- Hazardous materials ordinance

Kentucky Division of Water  
18 Reilly Road  
Frankfort, KY 40601  
502-564-3410

- Sewage system discharge
- Withdrawal of water from public waters
- Building sites in a flood plain

Kentucky Economic Development Cabinet  
(Information - Existing Industry Division – International Marketing –  
Minority Business Division – Small Business Division)  
502-564-7670

Kentucky Labor Cabinet  
502-564-6895

- Safety and health regulations
- Workers compensation coverage for employees

Kentucky's Worker's Compensation Board  
502-564-5550

- Rules on Worker's Compensation