

## BUSINESS SUPPORT

Tempe is an eclectic and diverse community, a preferred location for business and capital investment; a community where superior service and an educated, mobile workforce supports a pro-business, entrepreneurial, and diversified economy.

The Community Development **Project Assistance Team** can assist companies by facilitating an efficient and streamlined permitting process.

The CD **Project Assistance Team** provides a centralized contact for the City's development project review team, who is poised to proactively meet the development needs of businesses. We understand that starting or relocating a business is one of the most important decisions you will make. To help you with the process, our team is available to assist you with the following services:

- ✓ **BUILDING SAFETY + FIRE PERMITS**  
Ensures compliance with building and fire codes, as well as occupancy requirements. If you are changing the use of the building, the building code may require tenant improvement [T.I.] upgrades which depend on the use [e.g. health club, churches, daycare, etc.] and code requirements.
- ✓ **PLANNING + ZONING**  
Site Plan Review of modifications to building exteriors [e.g. landscape plans, lighting, paint, building additions, mechanical equipment, etc.]. Also ensures the location you have chosen is properly zoned for your proposed business, or for any questions relating to land use.

### ADDITIONAL INFO

If you have any questions related to the information provided above or any general questions, please contact the Community Development **Project Assistance Team** at **480-350-8644** or **projectassistance@tempe.gov**.

- ✓ **SIGN PERMITS**  
[www.tempe.gov/signs](http://www.tempe.gov/signs) 480-350-8435  
Questions regarding signage requirements for any permanent or temporary signage [e.g. business signs, banners, flags, wayfinding, etc.]
- ✓ **TAX + LICENSE**  
[www.tempe.gov/salestax](http://www.tempe.gov/salestax) 480-350-2955  
Many businesses require a Transaction Privilege [sales] Tax License [TPT]. The Arizona Department of Revenue [ADOR] administers TPT licenses for all Arizona cities and towns. To register a business subject to this tax, contact ADOR at [AZDOR.gov](http://AZDOR.gov) or 602-255-3381.

# BUSINESS RESOURCES

**Arizona Commerce Authority** – Small business checklist

602-845-1200

<http://azcommerce.com/small-business/small-business-checklist>

**Arizona Corporation Commission** – To form a business

602-542-3026

[www.azcc.gov](http://www.azcc.gov)

**Arizona Department of Liquor Licenses + Control** – To serve alcohol

602-542-5141

[www.azliquor.gov](http://www.azliquor.gov)

**Arizona Department of Revenue** – State Transaction Privilege Tax

602-255-2060

[www.azdor.gov/Business.aspx](http://www.azdor.gov/Business.aspx)

**Business Resource + Innovation Center [BRiC]**

Co-working + business meeting spaces

<https://www.tempe.gov/bric>

**Greater Phoenix SCORE**

Free business mentoring; free and low-cost business workshops

<https://greaterphoenix.score.org/>

**Internal Revenue Service** – For an Employer ID or Tax ID number

602-636-9199

[www.irs.gov/Businesses](http://www.irs.gov/Businesses)

**Local First Arizona**

602-956-0909

<https://directory.localfirstaz.com/>

**Maricopa County Dept. of Environmental Health** – To serve food

602-506-6984

[www.maricopa.gov/EnvSvc/EnvHealth](http://www.maricopa.gov/EnvSvc/EnvHealth)

**Tempe Chamber of Commerce**

480-967-7891

<https://tempechamber.org/>

**U.S. Small Business Administration, Arizona District Office** –

Business guides, loan programs, and government contracting assistance

602-745-7200

<https://www.sba.gov/offices/district/az/phoenix>

# UTILITY RESOURCES

Water + Sewer

**City of Tempe** [www.tempe.gov/waterutility](http://www.tempe.gov/waterutility)

Electric

**Salt River Project** [www.srpnet.com](http://www.srpnet.com)

**APS** [www.aps.com](http://www.aps.com)

Telephone + Broadband

**Cox Communications** [www.cox.com](http://www.cox.com)

**CenturyLink** [www.centurylink.com](http://www.centurylink.com)

Natural Gas

**Southwest Gas** [www.swgas.com](http://www.swgas.com)