

RESOURCE CONTACT INFORMATION

ZONING – City of Mesa Planning & Zoning

Verify city zoning to ensure the business operation is a permissible use for the zoning district.

- Website: <https://www.mesaaz.gov/business/development-services/planning>
- 55 North Center St. Mesa, AZ 85201
- E-Mail: planning.info@mesaaz.gov
- Phone: (480) 644-2385

PERMITS – City of Mesa Development Services Department

Sign Permits, Certificate of Occupancy, Commercial Tenant Improvement & remodeling permits coordinated through Development Services.

- Website: <https://www.mesaaz.gov/business/development-services>
- 55 North Center St. Mesa, AZ 85201
- Phone: (480) 644-4273

UTILITIES – City of Mesa Utilities Department

City of Mesa water, sewer, trash, and electric provider contract information.

- Website: <https://www.mesaaz.gov/residents/my-utility-account>
- Payment and Customer Service Assistance: Payment office: 55 North Center St. Mesa, AZ 85201 -or- 6935 E. Decatur St. Mesa, AZ 85207
- Phone: (480) 644-2221

SALES TAX & LICENSING – City of Mesa Licensing Office

Some business types may need a specialty license. The City of Mesa Tax and Licensing Department can assist with tax and licensing instructions.

- Website: <http://mesaaz.gov/business/licensing>
- 55 North Center St. Mesa, AZ 85201
- E-Mail: licensing.info@mesaaz.gov
- Phone: (480) 644-2316

Apply for Transaction Privilege Sales & Use Tax (TPT) License through Arizona Department of Revenue (AZDOR) online: www.aztaxes.gov

ECONOMIC DEVELOPMENT – City of Mesa Economic Development Department

It is the mission of the Office of Economic Development (Mesa OED) to enhance Mesa's economy, creating quality jobs, and increasing per capita income to improve the quality of life for Mesa's residents. Providing valuable information, incentives, programs, and resources for businesses in Mesa.

- Website: <https://www.selectmesa.com/home-econdev>
- Mesa CARES | COVID-19 Relief Programs: <https://www.selectmesa.com/business-environment/mesa-business-assistance-portal>
- Mesa CARES | Technical Assistance Program: <https://www.mesaaz.gov/government/mesa-cares/mesa-cares-small-business-technical-assistance-program>
- 20 East Main St. Mesa, AZ 85201
- Email Contacts: <https://www.selectmesa.com/about/staff>
- Phone: (480) 644-2398

RESOURCE CONTACT INFORMATION

ALARMS – City of Mesa Police Alarm Unit

City of Mesa Alarm Ordinance 6-15 requires alarm permits for all alarm users within city limits.

- Website: <http://www.mesaaz.gov/residents/alarm-permits>
- Payment office: 55 North Center St. Mesa, AZ 85201 -or- 6935 E. Decatur St. Mesa, AZ 85207
- Phone: (480) 644-2699

FIRE PREVENTION – City of Mesa Fire Department

Obtain a Fire Safety Operational Permit (FSOP) through the Fire Prevention Division.

- Website: <https://www.mesaaz.gov/business/fire-prevention>
- Payment office: 55 North Center St. Mesa, AZ 85201 -or- 6935 E. Decatur St. Mesa, AZ 85207
- Email: FirePrevention@mesaaz.gov
- Phone: (480) 644-2622

GREASE INTERCEPTORS (GREASE TRAPS) – City of Mesa Water Resources

Restaurant and food truck grease interceptor (grease trap) information, Grease Removal Device (GRD) and Pretreatment Inspection:

- Website: <https://www.mesaaz.gov/residents/water/industrial-pretreatment>
- Email: Gene.Gonzales@MesaAz.gov
- Phone: (480)644-5770

ASSOCIATIONS & COOPERATIVE RESOURCES FOR MESA BUSINESSES

ASIAN CHAMBER INC. – Advocating for Commerce

Headquartered in Phoenix, Arizona, the Asian Chamber of Commerce Incorporated is passionately dedicated to serving the Arizona Asian American & Pacific Islander community.

- Website: <https://azasianchamber.com/>
- Mesa's Asian District: <https://www.asiandistrictmesa.com/>
- Email: ceo@azasianchamber.com
- Phone: (602) 529-8475

EAST VALLEY HISPANIC CHAMBER OF COMMERCE – Hispanic economic resource in the East Valley

Providing access to and information about the Hispanic and emerging markets. Promote networking opportunities to facilitate economic growth in the region.

- Website: <https://www.evhcc.org/>
- 120 North Center St. Mesa, AZ 85201
- Email: info@evhcc.org
- Phone: (480) 223-0157

MESA CHAMBER OF COMMERCE – Community Network Group

The Mesa Chamber of Commerce exists to improve, promote, and advocate for businesses in Mesa.

- Website: <https://www.mesachamber.org/>
- 2651 West Guadalupe Rd. Ste 110 Mesa, AZ 85202
- Contact: <https://www.mesachamber.org/contact/>
- Phone: (480) 659-2363

RESOURCE CONTACT INFORMATION

VISIT MESA – Visitors Association

Mesa, Arizona is a boundless destination surrounded by the natural Sonoran Desert beauty of Tonto National Forest and the communities of Apache Junction, and Queen Creek. This regional recreation playground boasts an assortment of lifestyle and leisure pursuits for visitors.

- Website: <https://www.visitmesa.com/>
- 120 North Center St. Mesa, AZ 85201
- Email: info@visitmesa.com
- Phone: (480) 827-4700 or (800) 283-6372

ADDITIONAL COUNTY, STATE AND FEDERAL RESOURCES

ARIZONA SMALL BUSINESS ASSOCIATION & ADMINISTRATION – Whether you are already up and running or just getting started, the Arizona Small Business Association can help. ASBA provides benefits to the small business community including information, lending, networking, insurance, workshops, and seminars.

Arizona Small Business Association

Website: <http://www.asba.com/>

4600 E. Washington St., Suite 340 Phoenix, AZ 85034 | (602) 306-4000

Small Business Administration Arizona District Office

Website: <https://www.sba.gov/offices/district/az/phoenix> | (602)-745-7200

ARIZONA BUSINESS RESOURCES – Checklists, resource links, form links, guides, programs, webinars, and more.

Website: <https://az.gov/business-resources>

ARIZONA LICENSED CONTRACTORS – Find a licensed contractor through the AZ ROC.

Arizona Registrar of Contractors

Website: <https://roc.az.gov/contractor-search>

1700 W Washington St, Ste. 105 Phoenix, AZ 85007 | (602) 542-1599

ARIZONA LIQUOR LICENSE – The process starts with the State. Once the State has approved the liquor application, the application will be forwarded to the City of Mesa Licensing Office at which time you will be contacted by a City of Mesa representative.

Arizona Department of Liquor Licenses and Control (DLLC)

Website: <http://www.azliquor.gov/forms.cfm>

800 W. Washington, 5th Floor Phoenix, AZ 85007 | (602) 542-5141 | E-Mail: <https://azliquor.gov/contact.cfm>

CORPORATION COMMISSION – Reserve a business entity name, register a new Corporation or Limited Liability Company (LLC) or update business operation records.

Arizona Corporation Commission

Website: <http://www.azcc.gov/>

1200 W. Washington Phoenix, AZ 85007 | (602) 542-3026 | E-Mail: legaldiv@azcc.gov

EMPLOYER IDENTIFICATION NUMBER (EIN)– Apply for Internal Revenue Service (IRS) issued Employer Identification Number (EIN), if applicable, at the IRS Mesa location. Appointment required.

IRS (Mesa Location)

Set an appointment online: www.irs.gov

1818 E Southern Ave, Ste 15A Mesa, AZ 85204 | (480) 503-7355 | 844-545-5640

RESOURCE CONTACT INFORMATION

FOOD ESTABLISHMENTS, FOOD CARTS, AND FOOD SAFETY– Need to obtain a Food Handlers Card, get a food cart inspected or have general questions? Check out the links to get you started. Note: Maricopa County will no longer issue Food Service Worker cards. Maricopa County still requires all food employees be trained and that documentation of this training be maintained at the food establishment.

Maricopa County

1645 E Roosevelt St Phoenix, AZ 85006 | (602) 506-3301

Email: <https://www.maricopa.gov/FormCenter/Permitting-39/Permitting-Services-278>

Food & Restaurants | Maricopa County Environmental Services (Health Department)

Website: <https://esd.maricopa.gov/5114/Food-Restaurants>

Food Cart Inspection

Website: <https://www.maricopa.gov/5116/Permit>

Food Handlers Card Certification

Website: <https://www.statefoodsafety.com/>

TRADE NAME & TRADEMARK REGISTRATION – Protect your intellectual property by registering your trade name, trademark, partnership name, or “Doing Business As” (DBA) name with the state.

Arizona Secretary of State | Business Services

Website: <https://www.azsos.gov/>

State Capitol, Executive Tower | 1700 West Washington Street Ste 200 Phoenix, AZ 85007 | (602) 542-4285

E-Mail: <https://www.azsos.gov/contact>