

The information provided here is for informational and educational purposes and current as of the date of publication. The information is not a substitute for legal advice and does not necessarily reflect the opinion or policy position of the Municipal Association of South Carolina. Consult your attorney for advice concerning specific situations.



The collage features logos for the South Carolina Department of Agriculture (SCDA), Department of Public Health (DPH), Department of Environmental Services, Labor Licensing Regulation (LLR), Department of Revenue (DOR), and the IRS. A central image shows the four Ghostbusters in their iconic uniforms, holding proton packs and emitting streams of blue and orange energy.

Who are you going to call?

NOTE: Information contained here is not a complete and comprehensive list and is based from guidance provided in the Dorchester County Business Handbook.



### DHEC is Now Three New Agencies?

South Carolina Department of  
Environmental Services (SCDES)

<https://des.sc.gov/>

South Carolina Department of Public  
Health (DPH).

<https://dph.sc.gov/>

South Carolina Department of Agriculture  
(SCDA).

<https://agriculture.sc.gov/>

South Carolina  
Department of  
Environmental  
Services (SCDES)  
<https://des.sc.gov/>

**The South Carolina Department of Environmental Services (SCDES)** promotes and protects the health of the environment in South Carolina. SCDES works with our partners, communities, and others to help every South Carolinian have the access, resources, and information they need to improve the environment in which they live.

The Programs section of the SCDES website provides information and resources on the Bureau of Air Quality, Bureau of Land & Waster Management, Bureau of Water, and Office of Ocean & Coastal Resource Management.

Bureau of Air Quality	Bureau of Coastal Management	Bureau of Land & Waste Management	Bureau of Water
Find information and resources for accidental release, air pollution, air quality compliance monitoring, air quality department decisions, air quality permits, annual fees, asbestos, emissions inventory, gasoline dispensing, program levels determine requirements, South Carolina's energy future, and tier II.	Find information and resources for tide tables, beachfront management, coastal services, critical area permitting, keep off the dunes program, ocean management and planning, SC Environmental Awareness Award, swim safety, and the South Carolina Coastal Zone Management Program.	Find information and resources for above-ground petroleum storage tanks, permitting Information, dry cleaners, hazardous waste, infectious waste, landfills, mining reclamation, radioactive waste, solar panels, solid waste, and underground storage tanks.	Find information and resources for agricultural permits, approved TMDLs, aquatic nuisance species, aquatic science programs, dams and reservoirs, drinking water, groundwater, harmful algal blooms, NPDES, notice of termination, Office of Rural Water, permitting, recreational waters, residential wells, source water protection, stormwater, surface water, wastewater, watersheds, and water pollution, quality standards, regulations, resources, and utilities.

### South Carolina Department of Environmental Services (SCDES) Programs

## South Carolina Department of Public Health (SCDPH) <https://dph.sc.gov/>

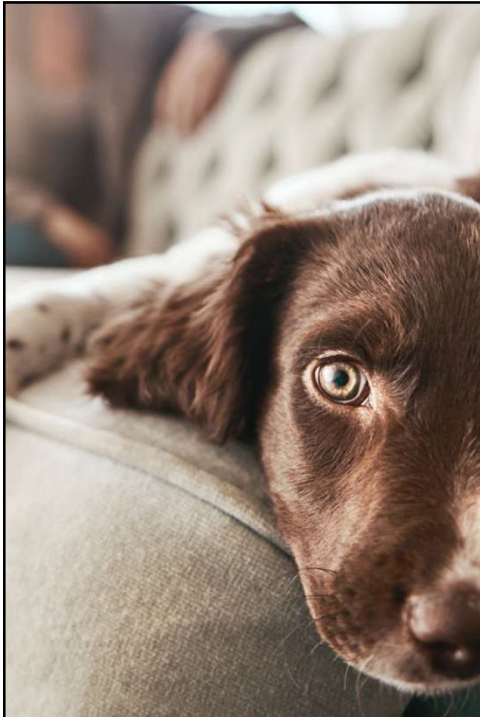
The South Carolina Department of Public Health (SCDPH) provides public health service, health care quality improvements, and resources to everyone in South Carolina..

- ◆ Public Health Clinics: SCDPH operates clinics across the state providing essential healthcare services, including:
- ◆ Disease Prevention and Control:
- ◆ Health & Wellness Promotion:
- ◆ Vital Records:
- ◆ Emergency Preparedness & Response: Coordinating health and medical services in times of disaster or crisis.
- ◆ Community Engagement: Partnering with communities to assess health needs, develop improvement plans, and provide outreach and education.



ACUTE DISEASE EPIDEMIOLOGY	CHILDHOOD LEAD POISONING PREVENTION	FIRST SOUND	ORAL HEALTH	SEXUAL VIOLENCE SERVICES PROGRAM
ARTHRITIS PREVENTION AND CONTROL	CHILDREN/TEENS WITH SPECIAL HEALTH CARE	HEALTH LICENSING	POSTPARTUM NEWBORN HOME VISITS	TOBACCO PREVENTION AND CONTROL
BEST CHANCE NETWORK	CHRONIC DISEASE EPIDEMIOLOGY AND EVALUATION	IMMUNIZATIONS	PREGNANCY TESTING	TB (TUBERCULOSIS) TREATMENT
BIRTH CONTROL/FAMILY PLANNING	DIABETES AND HEART DISEASE MANAGEMENT AND PREVENTION	INJURY AND VIOLENCE PREVENTION	PUBLIC HEALTH NUTRITION	TEEN SERVICES AT TEEN CLINICS
BIRTH DEFECTS PROGRAM	DRUG CONTROL	NEWBORN SCREENING	PUBLIC HEALTH SOCIAL WORK	VITAL RECORDS
CARE LINE	EMERGENCY MEDICAL SERVICES (EMS) PROGRAM	NUTRITION, PHYSICAL ACTIVITY, AND OBESITY	SEXUALLY TRANSMITTED DISEASES (STDs)	WIC (WOMEN, INFANTS AND CHILDREN)

South Carolina  
Department of  
Public Health  
(SCDPH)  
<https://dph.sc.gov/>



### South Carolina Department of Environmental Services (SCDES) Frequently Asked

- ◆ Where can I find my birth certificate? Vital Records
- ◆ Where can I get help with immunizations? DPH Vaccinations Requirements
- ◆ How do I report a dog bite? Contact your regional DPH Services Office
- ◆ Where can I get information on how to prepare for a hurricane? <https://dph.sc.gov/public/stormhurricane-preparedness>
- ◆ How can I find licensed health care? <https://dph.sc.gov/public/public-health-clinics/finding-quality-health-care>
- ◆ Where can I get assistance for WIC? Apply online or call 855-472-3432
- ◆ Where can I register a complaint about a licensed facility or service? Contact DPH or call 800-545-4370
- ◆ I may have been exposed to rabies? Where can I make a report? Find a local count office or call 888-847-0902 (#2)



## SC Department of Agriculture (SCDA)

<https://agriculture.sc.gov/>

- ◆ **RETAIL FOOD SAFETY**
- ◆ State Farmers Markets
- ◆ Agritourism
- ◆ Hemp
- ◆ Certified SC
- ◆ Fruit & Vegetable Inspection
- ◆ Livestock



## Retail Food Establishment Requirements

### SC Retail Food Establishment Permit

- ◆ Permitting is required by **Regulation 61-25** for an operation that prepares, processes, packages, serves, or otherwise provides food retail, direct-to-consumer.
- ◆ Establishments include, but are not limited to, restaurants, delicatessens, snack bars, catering operations, ice cream parlors, school cafeterias, independent living food service operations, licensed healthcare facilities, grocery stores, retail meat markets, fish/seafood markets, retail ice merchants, shared use operations, and mobile food establishments (to include the associated commissary and mobile units).
- ◆ **A Retail Food Establishment Permit must be obtained from SCDA prior to selling food products retail, direct-to-consumer.**
- ◆ Retail Food Establishments that will prepare, process, and package food for retail sale and wholesale, contact [RVCregistration@scda.sc.gov](mailto:RVCregistration@scda.sc.gov) prior to completing a permit application.



## State Food Truck Requirements

### SC Retail Food Establishment Permit

Permitting is required by **Regulation 61-25** for an operation that prepares, processes, packages, serves, or otherwise provides food retail, direct-to-consumer.

Establishments include, but are not limited to, restaurants, delicatessens, snack bars, catering operations, ice cream parlors, school cafeterias, independent living food service operations, licensed healthcare facilities, grocery stores, retail meat markets, fish/seafood markets, retail ice merchants, shared use operations, and mobile food establishments (to include the associated commissary and mobile units).

**A Retail Food Establishment Permit must be obtained from SCDA prior to selling food products retail, direct-to-consumer.**

Retail Food Establishments that will prepare, process, and package food for retail sale and wholesale, contact [RVCregistration@scda.sc.gov](mailto:RVCregistration@scda.sc.gov) prior to completing a permit application.



## Home-Based Food Production Law (Cottage Food Law) SC 44-1-143

- ❖ Food prepared in home kitchens that are sold to the person who intends to eat the food.
- ❖ May sell to retail establishments (not for resale)
- ❖ May sell at farmers markets.
- ❖ DOES NOT INCLUDE:
- ❖ Moist breads
- ❖ Canned or jarred foods
- ❖ Candy NOT requiring refrigeration
- ❖ Seafood
- ❖ Juices
- ❖ Milk and dairy products
- ❖ More information at [https://agriculture.sc.gov/wp-content/uploads/2024/03/SCHome-basedFoodProductionLawBook2024\\_digital.pdf](https://agriculture.sc.gov/wp-content/uploads/2024/03/SCHome-basedFoodProductionLawBook2024_digital.pdf)



## SC Department of Revenue

- ◆ The South Carolina administers the revenue and regulatory laws of the State with integrity, effectiveness and fairness to all taxpayers, while maintaining the highest security and the protection of taxpayer information.



Alcohol Beverage Licensing (ABL)	Accommodation	Bingo	Coin Operated Devices	Motor Fuel	Sales & Use
<u>Tier 1</u> • Manufacturers  <u>Tier 2</u> • Wholesalers • Distributors  <u>Tier 3</u> • Retailers	• Rooms or space in your own home • Hotels • Campgrounds • Condos • Boarding Houses • Mobile Home Parks • Lodging or sleeping accommodations for less than 90 days	• For non-profits • Promotor • Distributor • Manufacturer	<u>Type 1</u> • Kid rides • Juke Box • Billard tables • Skee-ball  <u>Type 2</u> • Video games • Crane machines • Pinball machines  <u>Type 3</u> • In-line pinball machines (no flippers)	The point of taxation for motor fuel is when the product is removed from the IRS terminal. The user fee is also collected on taxable fuel imported into the state or diverted to SC.	• Cigarettes • Other Tobacco Prod. • Admissions • Beer • Liquor • Wine • Liquor by the Drink

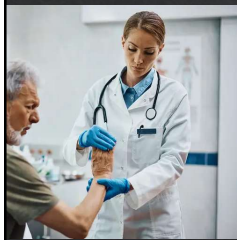
## South Carolina Department of Revenue (SCDOR) Programs



## South Carolina Secretary of State (SCSOS)

<https://sos.sc.gov/>

- ◊ The Office of the Secretary of State serves as the state filing office for business corporations, nonprofit corporations, limited partnerships, limited liability partnerships and limited liability companies, as well as for all Uniform Commercial Code Article 9 secured transaction filings.
- ◊ The Secretary of State also serves as the agent for service of process for corporations that do not have authority to transact business in South Carolina
- ◊ The Secretary of State's Office examines and files state trademarks, maintains the state notary public database, and issues commissions for elected officials and those appointed by the Governor.
- ◊ The Secretary of State's Office is also responsible for issuing all statewide cable franchises and serves as the repository for several types of municipal filings. The office handles the incorporation of municipalities and special purpose districts, the annexations of land, and the escheatment of real property in South Carolina.
- ◊ The Secretary of State's Office regulates charitable organizations, professional fundraisers, nonprofit raffles, business opportunities, and employment agencies.



## South Carolina Labor Licensing Regulation (SCLLR)

- SCLLR licenses doctors, dentists, the person who built your home, engineers and architects, who planned and designed the building you work in or visit, cosmetologists and barbers who cut your hair, and so many others through our [Division of Professional and Occupational Licensing](#).
- SCLLR trains firefighters who respond to your emergencies. They your home, your community, your place of worship and your schools to help educate you and your loved ones on how to be fire safe. And we inspect those public buildings you visit - all through [State Fire](#) - the Division of Fire and Life Safety.
- SCLLR inspect amusement rides and elevators through our [Office of Elevators and Amusement Rides](#) so that you will have a safe riding experience.
- SCLLR works with employers through the [Office of Immigration Compliance](#) to make sure they are using E-verify to check if their employees are authorized to work in the United States.





**Dorchester County Business Handbook**

A Guide to Dorchester County's Business License Requirements

Dorchester County  
Government Business Services Department  
St George, South Carolina

## Questions?

Dorchester County has produced a handbook for the public that includes additional State and Local office information.

<https://www.dorchestercountysc.gov/home/showpublisheddocument/22719/637992853675930000>