

A GUIDE TO DOING BUSINESS IN BASTROP

WELCOME TO THE BASTROP REGION!

We want your business to succeed in our community, and we're here to help connect you with the resources you need. The Bastrop Chamber of Commerce developed this Guide to make the process of starting your business as simple as possible by outlining the recommended steps and addressing some frequently asked questions.

ARE YOU PLANNING TO OPERATE AS A "DBA?"

Download a "Doing Business As" form under "Applications for DBA."

Bastrop County Clerk's Office
803 Pine Street, Room 112
Bastrop TX 78602
512-332-7234

www.co.bastrop.tx.us/page/co.county_clerk
Monday-Friday, 8:00am to 5:00pm (except federal holidays)

LOCATION, LOCATION, LOCATION

Where are you planning to locate your business? Is it a retail or service business? Does your business rely on high visibility? Or do you need office space?

The City of Bastrop recently underwent an extensive Form-Based Code process, which means that there are specific places in town for specific types of businesses. To ensure that the spot you've selected (or one you are thinking about) complies, you will need to visit the Bastrop Planning Department.

City of Bastrop | City Hall - 1311 Chestnut Street, Bastrop TX
78602 | 512-332-8840
www.cityofbastrop.org/page/plan.home
Monday-Friday, 8:00am to 5:00pm (except federal holidays)

BUILDING A "BIGGER BETTER BASTROP" SINCE 1922!



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BASTROP REGIONAL
CHAMBER OF COMMERCE



927 MAIN STREET
BASTROP, TX 78602
INFO@BASTROPCHAMBER.COM
BASTROPCHAMBER.COM

ABOUT THOSE TAXES...

You will need a Texas Tax Permit if you sell or lease tangible personal property or sell taxable services in the state of Texas.
www.comptroller.texas.gov/taxes/permit

FINDING A SPACE

Looking for your perfect location? To access a database of available spaces which includes square footage, rental rates, listing prices, and other important information, contact the Bastrop Economic Development Corporation (BEDC).

512-303-9700
www.bastropedc.org

For more help, contact:
Bastrop County Board of Realtors (BCBOR)
800-873-9155
facebook.com/bcbor



PERMITS, SIGNAGE AND APPROVALS

The City of Bastrop has some requirements that impact your selected site. To get answers to your questions, talk with the Planning Department located in City Hall. Here are the basics:

- **Building Permits** – if you are going to remodel an existing building or build a new building, you will need a permit. Talk with the City Planning Department.
- **Certificate of Occupancy** – Anyone opening a business in a building needs a Certificate of Occupancy. The Planning Department issues these as well.
- **Signage** – Bastrop has a strict sign code, so before you design your signage, talk to the City Planning Department ensure your sign complies with the ordinances.

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LET'S TALK FOOD

For you foodies who are going to tempt us with delicious eats, whether it is a restaurant, a food truck, or selling food items at a festival, you will need a food inspection and/or a food permit. Bastrop County is where you need to go. We recommend that you call for an appointment.

Bastrop County
Development &
Environmental Services
211 Jackson Street
Bastrop TX 78602
512-581-7176, ext. 1944

www.co.bastrop.tx.us/page/ds.environmental

BUSINESS RESOURCES

- **Bastrop Economic Development Corporation (BEDC)** www.bastropedc.org
- **Small Business Development Center: Business Plan Mentoring** sbdc.mccoys.txst.edu
- **SCORE of Austin: Business Mentors** <https://www.score.org/tx/austin/>
- **Bastrop Chamber of Commerce website** for references for local accountants, attorneys, bankers, insurance agents, etc. bastropchamber.com



MISSION

To improve business prosperity and, thereby, the quality of life in Bastrop County, through leadership, advocacy, and collaboration.

Vision

The Bastrop Chamber will be recognized as the principle advocate for business, prosperity, and economic sustainability for the Bastrop area.

Core Values

Ethical, Supportive, Resourceful, Respectful, and Innovative.

GET IN TOUCH WITH US!

We are here to serve our membership. Call us today to set up a consultation with a member of the Bastrop Chamber staff to personally answer your questions to help you launch, relocate, or expand your business. Email us at info@bastropchamber.com or call us at 512-303-0558.