



Treasurer's Stamp

Business License Application

Please Complete All Sections

Date of Application _____

License Number _____ (Assigned by the
City for New Applications)

Check all that apply

____ RENEWAL | ____ Home Business License | ____ Commercial Business License | ____ Temporary

Business Owner's Name _____

Owner's Address _____

Business Name _____

Please Describe your Business _____

Physical Address _____

Mailing Address _____

Phone Numbers:

Mobile _____ Text? Y N Business Phone _____ Other _____

Website _____ Email _____

Sales Tax I.D. _____ Federal Tax I.D. _____

Are you required to have State License? (If yes, Please Attach State License) _____ YES _____ NO

Average Number of Employees _____ Part or Full Time _____

Days and Hours of Operation _____

Do you want your business address/phone number shared with other entities? _____ YES _____ NO

Business is a _____ Corporation _____ Sole Proprietorship _____ Partnership _____ Limited Liability

Business License Fees

Temporary \$10	\$ _____
New Business Application/License Fee \$40.00	\$ _____
Business License Renewal Fee \$25.00	\$ _____
Number of Full-Time Employees _____ @ \$5.00 each	\$ _____
Number of Part-Time Employees _____ @ \$3.00 each	\$ _____
Approved Beer-License Fee \$37.50	\$ _____
<i>Renewal Application Only:</i>	
25% Penalty if Paid after February 15th of the year	\$ _____
50% Penalty if Paid After March 31st of the year	\$ _____
TOTAL FEES DUE	\$ _____

Applications are subject to approval by the Planning & Zoning Commission and City Council in regularly scheduled meetings. Applications also may require approval from the Police Department, Fire Department, Historic Main Street Committee, and/or Sanpete County Health Department.

HOME BUSINESS APPLICANTS: Home business license applications require a 2 week Neighbor Response Period, even if the home business is operated in the Commercial Zone. Home businesses licenses are conditional use permits subject to conditions that make them conducive to residential or other zones not usually associated with businesses.

If you have discontinued your business, please submit to Spring City Hall a letter stating this with signature and date. Failure to obtain a business license or commence any business activities without the class or type of license required by this municipality is a Class B misdemeanor, UAC 76-8-410 and carries a \$290.00 fine.

“I hereby attest that the information submitted is a correct and true reflection of the applicant(s), and the nature of the business and the number of participants. I agree to conduct business strictly in accordance with provisions of Spring City Ordinance, laws, and statutes governing operation of said business. I understand that this application may be subject to audit for accounting purposes.”

Applicant Signature _____ Date _____

Zoning Admin Signature _____ Date _____

Mayor Signature _____ Date _____

(Zoning Administrator and Mayor not required to sign for temporary licenses)