



Peddlers Instructions

1. Businesses/Individuals who are applying for a Peddlers License must fill out the following applications:
 - Business License Application,
 - Peddlers Application
 - Background Check Application.

Note: There are additional requirements in ordinance/code below.
2. Peddlers' fees are as follows:

\$10 non-refundable application fee per applicant (pursuant to City Code Section 6-8-34)

30 Day Permit	\$160
2 Month to 12 Month Permit (Pursuant to City Code Sect. 6-8-37)	Base fees plus \$10/month <u>requested at time of application</u>
3. A surety bond or cashiers' check for \$1,000 co-insuring the City of Greenville is required. This money will be returned to the application, upon written request, when the license expires providing there are no extenuating circumstances.
4. Businesses/Individuals are subject to all ordinances/codes of the City of Greenville, including, but not limited to, the sections of the ordinance below. **Please read the following sections of the ordinance/code carefully to see what is required to obtain a Peddlers License.**



APPLICATION FOR PEDDLERS

The Greenville City Code requires the following information in pursuant of issuing of Business Licenses.

Full Name _____ Aliases: _____

Residence _____
Street City State Zip Code

Employer _____

Employers Address _____
Street City State Zip Code

Place of Birth _____ DOB _____

Age: _____ Sex: _____ Hgt: _____ Wgt: _____ Hair: _____ Eyes: _____

SSN: _____ Phone # _____

1. Description of the nature of business and the goods to be sold.

2. Have you ever been arrested, convicted, or forfeited bond for any offense other than a non-moving traffic violation?

Yes No If yes, attach a separate sheet giving full details including date, place, disposition, and any other pertinent information as to each offense.

3. List five previous municipalities where the applicant has worked.

4. Length of time goods are to be sold? _____

5. Place where goods are to be sold or orders taken. _____

6. Place where goods are stored and method of delivery. _____

This application shall be accompanied by:

- A. A 2"x2" photograph of the applicant.
- B. Non-refundable application fee of \$10.00 for each applicant.

Signature of Applicant

Date

Article V. Miscellaneous Provisions

Division 6. Peddlers, Solicitors, Mobile Vendors, Transient Merchants, and Temporary or Seasonal Businesses

Subdivision I. - Peddlers

- **Sec. 8-199. - Definitions.**

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Peddler means any individual, whether a resident of the city or not, traveling by foot, motor vehicle or any other type of conveyance, from place to place, from house to house, or from street to street, selling, taking or attempting to take orders for the sale of goods, wares and merchandise, or personal property of any nature whatsoever for future delivery, or for services to be furnished or performed in the future, whether or not such individual has, carries or exposes for sale a sample of the subject of such sale or whether he is collecting advance payments on such sales or not. Any business operating within the city with one or more salespersons or one or more motor vehicles or other type of conveyance shall acquire a business license for each salesperson. This definition provides for such activity on either a short-term or long-term basis within the city and applies to any such mobile sales of goods or services, whether or not operated out of a permanent business location in the city.

Sponsor company means any business or corporation that employs or contracts with peddlers to travel by foot, motor vehicle or any other type of conveyance, from place to place, from house to house, or from street to street, selling, and take or attempting to take orders for the sale of goods, wares and merchandise, or personal property of any nature whatsoever that are offered by or on behalf of the sponsor company for future delivery, or for services to be furnished or performed in the future by or on behalf of the sponsor company.

Sponsor company in good standing means a sponsor company that has maintained an active City of Greenville business license for the preceding three or more consecutive years, no history of habitual complaints from the public, and no outstanding fees due to the city. If the revenue administrator or his designee deems the sponsoring company to be in good standing, the employees or subcontracted individuals of the sponsor company in good standing that are classed as peddlers are exempt from the requirement that a peddler's permit be obtained where the sponsoring company in good standing certifies on a form approved by the city that the sponsoring company will be responsible for said employees or contractors.

Habitual complaints means three or more complaints from members of the public within a six-month period regarding conduct of the sponsor company or its employees or contractors which is violative of this chapter.

- **Sec. 8-200. - Exemption for certain organizations.**

Charitable, educational, or religious organizations are exempt from the requirement that a peddler license be obtained.

- **Sec. 8-201. - Entering posted premises.**

It shall be unlawful for any peddler to enter upon any private premises when such premises are posted with a sign stating, "No Peddlers Allowed," or "No Solicitations Allowed" or other words to such effect.

- **Sec. 8-202. - Refusing to leave premises.**

Any peddler who enters upon premises owned, leased or rented by another and who refuses to leave such premises after having been notified by the owner or occupant thereof, or his agent, to leave the premises and not return shall be deemed guilty of a misdemeanor.

- **Sec. 8-203. - Misrepresentation regarding goods or services.**

It shall be unlawful for any peddler to make false or fraudulent statements concerning the quality of his goods, wares, merchandise or services for the purpose of inducing another to purchase the goods, wares, merchandise or services.

- **Sec. 8-204. - Hours of operation.**

It shall be unlawful for any peddler to engage in the business of peddling within the city between the hours of one-half hour before sunset and 9:00 a.m. the following morning, or at any time on Sundays, except by specific appointment with or invitation from the prospective customer.

- **Sec. 8-205. - Permit required.**

It shall be unlawful for any person to engage in business as a peddler within the city without first obtaining a permit to do so.

- **Sec. 8-206. - Contents of application.**

Applicants for a permit under this subdivision shall file with the revenue administrator a sworn application in writing, in duplicate, on a form to be furnished by the revenue administrator, which shall give the following information:

(1) The name and a description of the applicant;

(2) The permanent home address and full local address of the applicant;

(3) A brief description of the nature of the business and the goods to be sold;

(4) If employed, the name and address of the employer, together with credentials establishing the exact relationship;

(5) The length of time for which the right to do business is desired;

(6) The place where the goods or property proposed to be sold, or for which orders are taken for the sale thereof, are manufactured or produced, where such goods or products are located at the time the application is filed, and the proposed method of delivery;

(7) A copy of an identification card indicating the name of the applicant, photo of the applicant taken within 60 days prior to submission of application, and as applicable, the name of the sponsoring company with a contact name, address, and phone number, and sponsoring company business license number.

(8) A statement as to whether or not the applicant has been convicted of any crime or misdemeanor or violation of any municipal ordinance, the nature of the offense and the punishment or penalty assessed therefor;

(9) Whether the applicant, upon any sale or order, shall demand, accept or receive payment or a deposit of money in advance of final delivery;

(10) The last five municipalities wherein the applicant has worked before coming to this city; and

(11) Such other relevant information as may be required by the investigation of the applicant.

- **Sec. 8-207. - Presentation of driver's license or other official identification.**

At the time of filing his application for a permit required by this subdivision, the applicant shall present his driver's license, state identification card, work visa, or passport which has a legible photograph, to the revenue administrator or his designee.

- **Sec. 8-208. - Application fee.**

At the time of filing an application for a permit required by this subdivision, a fee as fixed from time to time by the council shall be paid to the revenue administrator to cover the cost of investigating the facts stated therein.

- **Sec. 8-209. - Submitting false information.**

It shall be unlawful for any person to give any false or misleading information in connection with his application for a permit required by this subdivision.

- **Sec. 8-210. - Permit fee.**

Before any permit shall be issued under the provisions of this subdivision, the applicant therefor shall pay a fee, based upon the duration he desires to engage in business in the city, in accordance with a schedule as fixed from time-to-time by the council.

- **Sec. 8-211. - Bond.**

(a) Every applicant for a permit under this subdivision shall file with the city a surety bond running to the city in the currently required amount, with surety acceptable to and approved by the revenue administrator, conditioned that the applicant shall comply fully with all the applicable provisions of this Code, the ordinances of the city and state laws regulating and concerning the business of peddling and guaranteeing to any citizen of the city that all money paid as a down payment will be accounted for and applied according to the representations of the peddler, and further guaranteeing to any citizen of the city doing business with such peddler that the property purchased will be

delivered according to the representations of such peddler. Action on such bond may be brought in the name of the city to the use or benefit of the aggrieved person.

(b) If the applicant is an agent, employee, canvasser or solicitor of a corporation authorized to do business in this state or registered under the Fictitious Name Act of the state, such corporation or fictitiously named business may furnish one bond in the currently required amount for any and all of its agents, employees, canvassers or solicitors.

- **Sec. 8-212. - Investigation of applicant.**

Upon receipt of an application for a permit required by this subdivision, the original shall be referred to the police department, who shall cause such investigation of the applicant's business and moral character to be made as he deems necessary for the protection of the public good. The police department shall complete its investigation within 14 calendar days of receiving the application.

- **Sec. 8-213. - Permit denial.**

If, as a result of investigation, the character or business responsibility of the applicant for a permit under this subdivision is found to be unsatisfactory, the police department shall endorse on the application his disapproval and his reasons for disapproval, and return the application to the revenue administrator, who shall notify the applicant that his application is disapproved and that no permit shall be issued.

- **Sec. 8-214. - Permit issuance.**

If, as a result of investigation, the character and business responsibility of the applicant for a permit under this subdivision are found to be satisfactory, the police department shall endorse on the background check application his approval. The revenue administrator or their designee shall then execute a permit addressed to the applicant for the carrying on of the business applied for, and upon payment of all required fees, deliver the permit to the applicant.

- **Sec. 8-215. - Permit contents.**

Each permit issued under this subdivision shall show the length of time the permit shall be operative, as well as a contact phone number for the City of Greenville.

- **Sec. 8-216. - Records.**

The revenue administrator shall keep a permanent record of all permits issued under this subdivision.

- **Sec. 8-217. - Display.**

Every peddler having a permit issued under the provisions of this subdivision and doing business within the city shall display upon request of any person an identification card indicating the name of the applicant, photo of the applicant, and as applicable, the name of the sponsoring company with a contact name, address, and phone number, and sponsoring company business license number, and failure to do so shall be deemed a misdemeanor.

- **Sec. 8-218. - Term.**

Every permit issued under the provisions of this subdivision shall be valid for the period of time stated therein, but in no event shall any such permit be issued for a period of time in excess of 12 months.

- **Sec. 8-219. - Revocation.**

Any permit issued under the provisions of this subdivision may be revoked by the city manager or his designee for the violation by the permittee of any applicable provision of this Code, state or federal law, or city ordinance, rule or regulation. The notice and hearing provisions of article I of this chapter shall apply.

- **Secs. 8-220—8-8-230. - Reserved.**

Subdivision II. - Solicitors

- **Sec. 8-231. - Definitions.**

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Solicitor means a person who asks for contributions for one or more charitable organizations for a charitable purpose as those terms are defined in [section 8-2](#).

- **Sec. 8-232. - Permit required.**

It shall be unlawful for any person to engage in soliciting business, as a solicitor, within the city without first registering with the city revenue division.

- **Sec. 8-233. - Entering posted premises.**

It shall be unlawful for any solicitor to enter upon any private premises when such premises are posted with a sign stating "No Peddlers Allowed," or "No Solicitations Allowed" or other words to such effect.

- **Sec. 8-234. - Refusing to leave premises.**

Any solicitor who enters upon premises owned, leased or rented by another and who refuses to leave such premises after having been notified by the owner or occupant thereof, or his agent, to leave the premises and not return shall be deemed guilty of a misdemeanor.

- **Sec. 8-235. - Hours of operation.**

It shall be unlawful for any solicitor to engage in the business of soliciting within the city between the hours of one-half hour before sunset and 9:00 a.m. the following morning, or at any time on Sundays.

- **Sec. 8-236. - Submitting false information.**

It shall be unlawful for any person to give any false or misleading information in connection with their registration application required by this division.

([Ord. No. 2021-74](#), § 12, 11-22-2021)

Background Check Instructions

1. A police background check will be required for the following new businesses: **Amusement Centers, Bingo Operators, Detective and Security Guard Agencies, Escort Services, Sexually Oriented Businesses, Kindergarten/Nursery/Day Cares, Pawn Shops, Precious Metal Dealers, Restaurant Owners, Caterers, Transient Merchants/Peddlers/Mobile Vendors**, and others as the Revenue Administrator deems necessary.

Article III. Business Regulation and Enforcement

Sec. 8-50. Police background checks required for certain businesses. A police background check will be required for the following new businesses as designated below prior to issuance of a business license. Background checks can take up to 14 days and may include the person in control of the business (as defined in Section 8-), owners, partners, managers, operators, and employees as designated below. In addition to the standard background check, fingerprints, photographs, and other information may be required as specified below:

Section 8-2. Definitions.

“Person in Control of the Business” means the applicant, the licensee, and any owner of five percent or more of the business, the manager of the business or its financial operations, or the person directly in charge of the premises from which the business is conducted. The term also includes a major financier of the business when the financing arrangement has the appearance of masking actual ownership.

- (1) *Amusement centers.* Background check on owners, partners and managers.
- (2) *Bingo operators.* Background check on owners, partners and managers.
- (3) *Detective and security guard agencies.* Background check on owners, partners, managers and all other employees.
- (4) *Escort services.* Background check, photographs and fingerprints on owners, partners, managers and all other employees.
- (5) *Kindergarten, nursery and day cares.* Background check on owners, partners, managers and all other employees.
- (6) *Pawn shops.* Background check on owners, partners, managers and all other employees.
- (7) *Precious metal dealers.* Background check on owners, partners, managers and all other employees.
- (8) *Restaurant, Businesses that serve alcohol for on premises consumption, nightclubs, taverns, bars, and related clubs.* Background check on owners, partners and managers.
- (9) *Transient merchants/peddlers/mobile vendors.* Background check on owners, partners, managers and all other employees.
- (10) *Others.* Others as set out elsewhere in this Code, or as deemed necessary by the revenue administrator or their designee. Caterers are included within Section 8-2 subsection 10 (BJD & JAB 1/3/2022)



BACKGROUND INVESTIGATION FORM

Date of application: _____

BUSINESS INFORMATION

Business Name: _____ Type of Business: _____

Business Address: _____ City: _____ State: _____ Zip: _____

Business Phone: _____ Cell: _____ Fax: _____ Email: _____

BUSINESS OWNER(s): (A separate investigation form is required for each owner. See reverse)

Name: _____ Address: _____ Zip: _____

Birthdate: _____ SSN#: _____ DL #: _____ State: _____

Home Phone: _____ Cell: _____ Email: _____

Have you ever had a license or permit revoked, denied or suspended? Yes or No If yes, list the jurisdiction, date, and reason: _____

Have you ever been convicted of any criminal charges (misdemeanor or felony) in the last 10 years? Yes or No If yes, explain: _____

Are there any charges (misdemeanor or felony) against you that are still pending? Yes or No If yes, list jurisdiction, date, and reason: _____

Has applicant (Owner) previously owned or operated a business? Yes or No If yes, names of business and location: _____

Provide a brief statement of applicant's background and employment history for the past five years: _____

BUSINESS INFORMATION:

Manager:

Name: _____ Address: _____ Zip: _____

Birthdate: _____ SSN#: _____ DL #: _____ State: _____

Home Phone: _____ Cell: _____ Email: _____

Building Leased From:

Name: _____ Address: _____ Zip: _____

Home Phone: _____ Cell: _____ Email: _____

Planned Business Hours: Days open for business: _____ Hours of operation: _____

Does this business have an ABL License? Yes If yes, License Number: _____ No If no, does this business plan to apply for an ABL License? _____

Does this business have any coin-operated amusement machines? Yes No If yes, do you own or lease? _____

Leased from: _____ Type of machines: _____ Number of machines: _____

******* I HEREBY ATTEST THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. I UNDERSTAND THAT FALSIFYING THIS APPLICATION IS GROUNDS FOR DENIAL OR REVOCATION OF MY LICENSE(S).**

Signature (owner/applicant): _____ **Required on each page.**

Print Name (owner/applicant): _____ **Required on each page.**

BUSINESS INFORMATION

Business Name: _____ Type of Business: _____

BUSINESS OWNER #2:

Name: _____ Address: _____ Zip: _____

Birthdate: _____ SSN#: _____ DL #: _____ State: _____

Home Phone: _____ Cell: _____ Email: _____

Have you ever had a license or permit revoked, denied or suspended? Yes or No If yes, list the jurisdiction, date, and reason: _____

Have you ever been convicted of any criminal charges (misdemeanor or felony) in the last 10 years? Yes or No If yes, explain: _____

Are there any charges (misdemeanor or felony) against you that are still pending? Yes or No If yes, list jurisdiction, date, and reason: _____

Has applicant (Owner) previously owned or operated a business? Yes or No If yes, names of business and location: _____

Provide a brief statement of applicant's background and employment history for the past five years: _____

******* I HEREBY ATTEST THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. I UNDERSTAND THAT FALSIFYING THIS APPLICATION IS GROUNDS FOR DENIAL OR REVOCATION OF MY LICENSE(S).**

Signature (owner/applicant): _____ Required on each page.

Print Name (owner/applicant): _____ Required on each page.



Office Use Only:		License #	
Entered By:		PIN #	
C/O Number:		Control #	
Business License Classification Rate #			

Business License Application

Note: All Debit/Credit Card Payment's will be charged a 2.65% Service Fee.

Online calculator: revenue.greenvillesc.gov

- **New Businesses** must obtain a business license prior to beginning operation.
- **Business Licenses Expire April 30th Each Year.**
- **RENEWAL BUSINESS LICENSES** Must Be Paid in Full **by the Last Day of April** to Avoid Penalties.

1. Application Type: <input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Ownership Change <input type="checkbox"/> Location Change <input type="checkbox"/> Out of Business (Closing date)										
2. Inside City of Greenville give Physical Address: (If not located in the city put N/A)						3. In City Business Open date:				
4. NAICS Code & Business Description (Required): https://www.naics.com/search/										
5. Business Name: (Doing Business As)					6. FEIN or S.S Number: (Required)					
7. Corporate Name:				8. Ownership Type:		<input type="checkbox"/> Corp	<input type="checkbox"/> Indiv.	<input type="checkbox"/> LLC	<input type="checkbox"/> LLP	<input type="checkbox"/> Partn
9. Business Mailing address, Suite, City, State, Zip:						10. Bus. Phone:				
11. Email of Responsible Contact:						12. Number of Employees:				
13. Name of owners and/or officers and titles:										
14. Minority Status: (Optional) <input type="checkbox"/> Aleut <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Eskimo <input type="checkbox"/> African American <input type="checkbox"/> Native American <input type="checkbox"/> Caucasian Female <input type="checkbox"/> East Indian										
15. ALCOHOL INFORMATION Does this business have an Alcohol Beverage Licensing (ABL) License? <input type="checkbox"/> NO <input type="checkbox"/> YES										
NO – Does this business plan to apply for an ABL during the coming year? <input type="checkbox"/> NO <input type="checkbox"/> YES					Hours of Operation:					
YES – Give ABL License number:			Expiration Date:			Consumption: <input type="checkbox"/> Off – Premise <input type="checkbox"/> On – Premise				
16. Do you own or lease any coin-operated amusement machines?						<input type="checkbox"/> Own <input type="checkbox"/> Lease – If Lease from whom?				
Number of Machines		Number of stickers		X \$12.50ea = \$		Type of Machines - Attach listing				
17. Calculation of Tax - Select appropriate status:										
						Gross		License Tax		
A.	<input type="checkbox"/> New Business: Give total estimated gross receipts for the balance of the year.				Gross Estimate:	\$		\$		
B.	<input type="checkbox"/> Renewal Business - Established (Existing) Business: Give total gross receipts from last calendar year.				Gross Revenue:	\$				
C.	Resident Businesses Only Allowable Ordinance Deductions Satisfactory proof of the deduction must be attached to application to be allowed					\$ -				
D.	Total (adjusted) Gross Receipts B minus C.					\$		\$		
						Sub-Total License Tax		\$		
E.	Penalties due for late filing if applicable				Penalties		%	\$ +		
F.	Resident Business ONLY 2% Discount for early filing by 3/31. Fee cannot go below base tax fee of license due.				2% Early Discount			\$ -		
G.	License Tax Due (Ways to calculate – Online calculator: revenue.greenvillesc.gov or use the provided worksheet located on reverse side with instructions).						Total Tax Due		\$	
Credit Card (Optional) <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> Amex CREDIT CARD SERVICE FEE 2.65%										
						Total Tax Due		\$		
Credit Card # (Optional)				Exp. Date:		CV Code				
The applicant shall certify under oath that the information given in the application is true, that the gross income is accurately reported (or estimated for a new business) without any unauthorized deductions, and that all assessments, personal property taxes on business property, and other monies due and payable to the Municipality have been paid. The license official or other authorized agent of the City of Greenville is empowered to inspect, examine, and audit books and records. It shall be unlawful for any such person to fail or refuse to make available the necessary books and records.										
Applicant/Preparer Name (Print first and last name)						Phone Number:				
Applicant/Preparer Signature:						Date:				
Applicant/Preparer Email (REQUIRED):										

**Application cannot be emailed
 **Fax: 864-467-5715
 **Phone: 864-467-4505 For Assistance

Always check our website for the latest version of this application

Please go to calculator to assist you in calculating your tax fee. revenue.greenvillesc.gov

Example of how to calculate only. Resident Rate Class 3 with **\$101,500,000** Gross.

EXAMPLE: HOW TO CALCULATE LICENSE TAX FEES – CLASS 3 Resident					
Gross within Tier	Gross tier of business	Divided by \$1,000	Dollar rate per \$1,000	Declining steps %	Total Fee per Tier
\$2,000	\$2,000	Base Fee			\$50.00
\$9,998,000	\$9,998,000	\$1,000	1.70	100%	\$16,996.60
\$15,000,000	\$15,000,000	\$1,000	1.70	75%	\$19,125.00
\$75,000,000	\$75,000,000	\$1,000	1.70	50%	\$63,750.00
\$100,000,000	\$1,500,000	\$1,000	1.70	25%	\$637.50
Total Gross	\$101,500,000				
Total Tax Fee:					\$100,559.10

Example of how to calculate only. Rate Class 9.91 Commercial Property with **\$50,000,000** Gross. **Note:** On Commercial Property the first \$5,000 gross you must file for a business license application but there is no tax fee. On \$10,000 you pay the base tax fee. Then Calculate the remaining gross through the tiers.

EXAMPLE: HOW TO CALCULATE LICENSE TAX FEES – CLASS 9.91 Commercial Property					
Gross within Tier	Gross tier of business	Divided by \$1,000	Dollar rate per \$1,000	Declining steps %	Total Fee per Tier
\$10,000	\$10,000	Base Fee			\$75.00
\$9,990,000	\$9,990,000	\$1,000	1.80	100%	\$17,982.00
\$15,000,000	\$15,000,000	\$1,000	1.80	75%	\$20,250.00
\$75,000,000	\$25,000,000	\$1,000	1.80	50%	\$22,500.00
\$100,000,000		\$1,000	1.80	25%	
Total Gross	\$50,000,000				
Total Tax Fee:					\$60,807.00

RATES PER CLASSIFICATION							
Rate Class	Resident Base Fee	Resident Rate Per Thousand	Non-Resident Base Fee	Non-Resident Rate Per Thousand	Declining Step Range		Amount Between Gross Tiers
Class 1	\$40.00	\$1.60	\$80.00	\$3.20	\$0	\$2,000	\$2,000
Class 2	\$45.00	\$1.65	\$90.00	\$3.30	\$2,001	\$10,000,000	\$9,998,000
Class 3	\$50.00	\$1.70	\$100.00	\$3.40	\$10,000,001	\$25,000,000	\$15,000,000
Class 4	\$55.00	\$1.75	\$110.00	\$3.50	\$25,000,001	\$100,000,000	\$75,000,000
Class 5	\$60.00	\$1.80	\$120.00	\$3.60	\$100,000,001	\$200,000,000	\$100,000,000
Class 6	\$65.00	\$1.85	\$130.00	\$3.70			
Class 7	\$70.00	\$1.90	\$140.00	\$3.80			
Class 9.30	\$200.00	\$0.95	\$400.00	\$1.90	Auto Dealers – 441110 & 441120		
Class 9.71	\$100.00	\$2.50	\$200.00	\$5.00	Drinking Place – NAICS Code 722410		
Class 9.72	\$75.00	\$1.80	\$150.00	\$3.60	Full-Service Restaurant Closing before Midnight (Serves Alcohol) 722511		
Class 9.73	\$85.00	\$2.35	\$170.00	\$4.70	Full-Service Restaurant Closing after Midnight (Serves Alcohol) 722511		
Class 9.80	\$150.00	\$0.75	\$300.00	\$1.50	Manufacturer – NAICS Code 310000, 320000, 330000		
Class 9.91	\$75.00	\$1.80	-	-	Commercial Property - 531120		

PENALTY TIERS			
	NEW BUSINESS PENALTIES		RENEWAL BUSINESS PENALTIES
10%	First month without Business License	10%	If filed or postmarked on May 1st
20%	Second Month without Business License	20%	If filed or postmarked on June 1st
30%	Third Month without Business License	30%	If filed or postmarked on July 1st
40%	Fourth Month without Business License	40%	If filed or postmarked on August 1st
50%	Fifth Month without Business License	50%	If filed or postmarked on September 1st
Maximum Annual Penalty Caps at 50%		Maximum Annual Penalty Caps at 50%	
All penalties are a percentage of, and added to, the license tax Businesses that fail to purchase the license after formal notification shall be subject to a Uniform Summons.			

Reminders

- Please complete business license application in full.
- **Allowable Ordinance Deductions:** Deductions from your gross revenues are allowed if you are a resident business that a business license has been paid to another municipality. The deduction is limited to the gross revenues that were reported on that license. **Satisfactory proof of this deduction must be attached to this application before the deduction will be allowed.** A business may deduct sales, use, or excise taxes if these amounts are included in the total gross revenues amount reported.
- **If you are no longer in business, please indicate in writing and return this application.**