License # 2027 - _____
Issued by City

Business License Application & Renewal

$50.00 Business License Fee

Business Licenses are active for a calendar year, expiring Dec 31st, and are not transferable. Fees will not be prorated and are non-refundable.

Business Information **(PLEASE PRINT)**

Name of Business: _____

DBA: _____ Bus. Phone No: _____

EIN No: _____ ID State Sales Tax No: _____

Business Physical Address: _____

*Mailing Address: _____

Owner's Name(s): _____ Phone No: _____

Billing Contact: _____ Phone No: _____

Email(s): _____

Email(s): _____

Preferred method of correspondence: ☐ Email ☐ Mail Business Start Date:

Type of Business (*3-word max*): _____

After Hours/Emergency Contacts – 2 REQUIRED *Do NOT include OWNER Information

Name: _____ Phone No: _____

Name: _____ Phone No: _____

Signature (Owner/Agent): _____ ***Date:*** _____

Official Use Only

Land Use Compliance

Planning Dept. Approval (Sign & Date) _____

Reason for Denial: _____

Payment Method: ☐ **Cash** ☐ **Credit Card** ☐ **Check #** _____ **Date Processed/Sent:** _____

Mail Completed Application & Payment to: City of Ponderay – PO Box 500 – Ponderay, ID 83852

Dropoff Location: Ponderay City Hall - 288 4th St. - Ponderay Phone: (208) 265-5468