☐ Home Occupation ☐ New Business
☐ Commercial ☐ Renewal
☐ Other

Business License Application

520 S 500 E, River Heights UT 84321
435-752-2646

Date: _____

Business Name: _____ Business Phone Number: _____

Business Address: _____ Mailing Address: _____

Name of Business Owner: _____ Phone Number: _____

Owner's Home Address: _____ Email: _____

Description of Business:

Number of Employees: _____ Business Hours: _____

Are you legal to work in the US? Y ☐ N ☐ Year business began: _____

Will food be served? (circle one) * Y ☐ N ☐ If yes, provide copy of establishment permit.

Does your business sell products? * Y ☐ N ☐ If yes, State Sales Tax Number: _____

Do you have employees besides yourself? Y ☐ N ☐ If yes, FEIN number: _____

Are you State licensed? Y ☐ N ☐ If yes, license number: _____

Type of License: _____ Expiration Date: _____

All businesses shall be operated in compliance with the River Heights City Ordinance and any conditions set forth. License may be revoked or refused upon failure of the owner and/or operator to maintain the business in accordance with the standards and zoning requirements set forth at the time of approval. **All licenses expire December 31st of each year. Renewals and unpaid fees on January 1 are subject to a $30 late fee.**

It is the responsibility of the licensee to notify the City Office if they move, change their mailing address or close their business.

I certify that all the above information is true and understand that any false or incomplete information can cause a license to be denied or the existing business to be closed. Further, I agree to abide by all conditions of the River Heights City business license ordinance.

* Businesses that sell food or other products are required to file a quarterly sales tax report form (TC-62M Schedule A) with River Heights, as well as the State of Utah.

_____ _____
Signature Date

Fees:	Home Occupation	In home	$50	Renewal	$40	
	Home Occupation	Fire inspection needed	$80	Renewal	$60	
	Commercial	Less than 10,000 sqft	$150	Renewal	$150	(need fire inspection)
	Commercial	10,000 sqft or more	$250	Renewal	$250	(need fire inspection)

☐ I qualify for a **fee exemption** based on my business having no potential for external impact greater than the impact of a normal residence. (Impacts are evaluated in the following areas: more than one employee, use of an accessory building, traffic, odor, visual, noise, complaints, safety, exterior home remodel or use of public facilities.)

Fee paid: _____ Date: _____ Receipt #: _____ Late Fee: _____