FOR OFFICE USE

Business Registration # _____

City of Olympia

P.O. Box 1967, Olympia, WA 98507

APPLICATION FOR BUSINESS LICENSE – HOME-BASED BUSINESS

Ordinance No. 2923 as amended

***NOTE: APPLICATION AND PAYMENT DOES NOT GUARANTEE APPROVAL FOR CITY BUSINESS LICENSE.*

Please print clearly

Business Trade Name _____

Business Physical Location _____

Mailing Address _____City, State, Zip_____

Business Phone No (_____) _____ Other (_____) _____ Fax (_____) _____

Business Owner Name(s) _____

Property Owner _____Property Owner Phone _____

Name of Neighborhood Association _____

WA State Contractors License # _____ Expiration Date_____/_____/_____

Check those that apply:

☐ New business ☐ Sole Proprietor ☐ Partnership

☐ New Owner ☐ Corporation ☐ LLC ☐ Change in Corporate Structure

Washington State UBI# _____Opening Date of Business in Olympia _____/_____/_____

Business Classification

☐ Extracting ☐ Manufacturing ☐ Wholesaling ☐ Retailing

☐ Service and other activities ☐ Public Roads Construction ☐ Printing and Publishing

Type/Nature of Business_____

Home Occupation Acknowledgement

I hereby swear or affirm under penalty of perjury punishable under Washington law that I have received, read and understand the rules and regulations relating to home occupation. I understand that violation of these rules and regulations may lead to the loss of my business license.

_____

Signature Date Place

*** BE SURE TO PROVIDE PROOF OF RESIDENCY WITH APPLICATION

New Business Fee	$ 25.00
License Fee	$ 30.00
Registration Fee	$ 25.00
TOTAL	$ 80.00

Payment Method: (Office Use)

□ Check # _____

□ Cash Rcvd by: _____

Applicant Name_____Phone (_____) _____Fax (_____) _____

Applicant Signature Applicant Title Date Completed by

Please send completed application to City of Olympia, P.O. Box 1967, Olympia, WA 98507. or bring it to the 900 Plum Street.