



BUSINESS LICENSE 2017

Please Check appropriate box:

New Business

Renewing Business

Type of Business: Industrial/Commercial Home Occupation Rental(s)

Name of Business:

Owner/Contact Person:

Opening Date:

Business Location:

Phone #1:

Mailing Address

Phone #2:

City: State: Zip: Email:

Will this business be operated in your home? Yes No

If yes, number of non-resident employees:

Will this business be a sole proprietorship? a partnership? or a corporation?

If a corporation: State of incorporation :

Registered agent:

Briefly describe the nature of your business, and the goods or services:

Number of employees including Applicant: 1 2-10 11-30 31+

If these are rental units, the number of units: 1 2-10 11-30 31+

Your contact and business information is posted in a business directory on the City's website. If you prefer to NOT be in the directory, please check this box.

Businesses opening after July 1st of each year will pay fee's (other than 1st year home occupation fees) on a pro-rated basis. Permanent Commercial businesses opening after October 31 will only pay the following year's renewal fee.

The City Council reserves the right to require your presence at a City Council meeting. Although not required to attend, you are still encouraged to do so. The City Council appreciates the opportunity to meet representatives of new businesses and to hear about the business. Contact the City Recorder at (541)995-6655 if you will be attending a meeting to confirm the date and time.

I have read HMC 5.05, (see attached) and will abide by the regulations of the City of Harrisburg.

Date:

Signature:

Return to: City Recorder, City of Harrisburg, 120 Smith St., PO Box 378, Harrisburg, OR 97446

Email: meldridge@ci.harrisburg.or.us; Phone: (541) 995-6655 Fax: (541) 995-9244

The fee for a Home Occupation Business License will be higher than the standard business license fee for the first year. This is due to public noticing requirements. (i.e. the City sends notices to surrounding neighbors and requests comments in regards to your home occupation business license request). Renewal rates are less.

For Office Use Only:

Business License Number:

Fee:

Paid:

Meeting date, if applicable:

Map / Tax Lot:

Zoning:

City Council Report Date:

For Home Occupations Only

Principal residence:

Date neighbors notified:

Allowed activity:

Response deadline:

Hearing needed:

Date of Hearing:

Approved by:

Date:

The City of Harrisburg is an Equal Opportunity Provider!