



# Town of Twisp

**118 S. Glover Street • Box 278 • Twisp, WA 98856 • 509-997-4081 • Fax 509-997-9204**

## APPLICATION FOR BUSINESS LICENSE or RENEWAL

Fees must accompany application and are non-refundable

The license year runs from January through December. The Twisp business license expires on December 31<sup>st</sup>. Please note that payment for the renewal of the license must be done on or before January 31<sup>st</sup> or late fees will be assessed. Non-renewal of the business license does NOT close your license account. You must submit written notice of closing to the address noted above or via email.

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Beginning Date of Operation: \_\_\_\_\_

Address of Business \_\_\_\_\_

Town: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_

Kind of Business: Check appropriate descriptions or fill in number

Wholesale ___ Retail ___ Real Estate ___ Rental ___ Services ___ Financial ___ Soliciting ___ Other ___	Home Occupation Yes ___ No ___	New ___ Renewal ___
Total Number of Employees & working owners	Full-time ___	Part-time ___

Detailed Description of Business:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Ownership Status: Sole Proprietor \_\_\_ Partnership \_\_\_ Corporation \_\_\_ Non Profit \_\_\_

Physical Location of Business (if within Town Limits): \_\_\_\_\_

List Owners or Officers Information:

Name/s	Title	Mailing Address	Telephone #

Federal TIN or SS#: \_\_\_\_\_ WA State UBI#: \_\_\_\_\_

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 If you purchased this business, did you take over (the entire business \_\_\_) or (only a portion of the business \_\_\_)

Former Owner Name and Address information: Include telephone if available

As applicant I, \_\_\_\_\_, certify or declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. All information given is subject to verification with the State of Washington, Department of Revenue.

Print Name

Title

Signature

Date

Note: If you are conducting business within the Town Limits of Twisp, Washington you must have a valid business license. Should you have any questions regarding this application, please feel free to contact Town Hall. Thank You.

Type	Length	Fee	Select
Annual License	1 year	\$75.00	
Home Business	1 year	\$25.00	
Part-Time	1 week	\$15.00	
Part-Time	1 month	\$25.00	
January – October	1 year	\$75.00	
November	Prorated	\$50.00	
December	Prorated	\$25.00	

Business License Check (Business Owner must initial if appropriate)

	Received Home Occupation Reference from Zoning Ordinance
	Received copy of Sign Permit Application if needed
	Received copy of Business License Application
	Zoning Ordinance has been reviewed and meets specific criteria

\_\_\_\_\_  
 Approved by: Town Planner