

5.04.210 Application procedures.

Every person conducting, carrying on or managing in this city any business shall register such business with the City Collector. The fee for such application ~~will be \$10.00 shall be~~ as set forth in the City's Master Fee Schedule, due and payable to this city at the time of application and shall be payable only once, so long as said person maintains continuous operation of the same business. In the event that any person is conducting, carrying on or managing in this city more than one type of business, such person shall register each type of business with said City Collector and shall pay the application fee for each and every type of business so registered. In the event that any person who has registered a business and paid such fee shall commence to conduct, carry on or manage in this city any business other than the one which such person has registered, such person shall register said new business and pay a new registration fee.

Upon a person making application for the first license to be issued hereunder, or for a newly established business, such person shall furnish to the City Collector a sworn statement, upon a form provided by the City Collector, setting forth the following information:

A.

The exact nature or kind of business for which a license is requested;

B.

The place where such business is to be carried on, and if the same is not to be carried on at any permanent place of business the places of residences of the owners of same;

C.

In the event that application is made for the issuance of a license to a person doing business under a fictitious name, the application shall set forth the names and places of residences of those owning said business;

D.

In the event that the application is made for the issuance of a license to a corporation or a partnership, the application shall set forth the names and places of residences of the officers or partners thereof;

E.

In all cases where the amount of license tax to be paid is measured by gross receipts, the application shall set forth such information as may be therein required and as may be necessary to determine the amount of the license tax to be paid by the applicant;

F.

Any further information which the City Collector may require to enable him or her to issue the type of license applied for. The City Collector shall not issue to any such person another license for the same or any other business, until such person shall have furnished to him or her the sworn statement and paid the license fees as herein required;

G.

All home occupations shall, in addition to any other approvals, also require the signature of the property owner.