



TOWN OF WICKENBURG, ARIZONA

TOWN CLERK'S OFFICE

155 North Tegner Street, Suite A – Wickenburg, AZ 85390

Local Number: (928) 684-5451, Ext. 517 or 518

Phoenix Number: (602) 506-1622, Ext. 517 or 518

FAX: (602) 506-1580

BUSINESS PERMIT APPLICATION

Ψ **NAME OF BUSINESS** → → → :

Physical Address Of Business*:

Mailing Address Of Business:

Business Telephone No:

Emergency Phone No:

Name Of Owner(s):

Physical Address of Owner(s):

BUSINESS CLASSIFICATION: Retail Wholesale Restaurant Service Contractor

Peddler/Door-To-Door/Solicitor/Mobile-Merchant/Itinerant Merchant** Other (Explain):

Date On Which Business Will Begin:

DESCRIPTION OF BUSINESS TO BE CONDUCTED*:

Type of Permit Application: New Renewal Change

Is This Business Incorporated? Yes* No

Is This Business's Trade Name Registered With AZ Secretary Of State? Yes* No

* If "Yes" To Either Of Above, Please Attach Proof Of Incorporation/Trade-Name Registration.

Arizona Sales Tax No. (if applicable or letter of exemption):

State Contractor's License No. (if applicable):

1) The Zoning Code does not permit commercial uses in residential zoning districts. If the physical address of your business is proposed for a residential district, a letter to the Zoning Administrator **MUST** be attached to this application explicitly specifying exactly what type of business activities will be conducted, types of products involved, storage of products and customer frequency.

2) Prior to a permit being issued to conduct door-to-door sales, all applicants must apply for an identification card and be fingerprinted by the Wickenburg Police Department. No permit shall be issued without presentation of said card and fingerprints to the Town Clerk. A separate application for an identification card is available from the Clerk.

SIGNATURE OF APPLICANT: _____ **Date:** _____

PENALTY WARNING

Any person, firm or corporation found guilty of violating, by commission or omission, any provisions of this Code shall be guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine of not to exceed three hundred dollars (\$300) or by imprisonment not to exceed three (3) months, or both such fine and imprisonment. Each day a violation occurs or continues shall be a separate offense punishable as herein described. A court may require up to twenty (20) days of community service in lieu of either the fine or imprisonment, or both, for each such violation. (Ordinance No.'s 111 [4/11/38] & No. 783 [12/19/94]).

Office Use Only

Business Classification: _____ **Fee:** _____ **(see reverse)**

State Sales Tax License Required: _____ **Signature:** _____

Zoning Department Clearance: _____

Conditions, if any: _____

BUSINESS PERMIT FEE SCHEDULE

A	\$50.00	CALENDAR YEAR	ALL IN-TOWN BUSINESSES SHALL PAY (ANY TYPE EXCEPT "C" BELOW)
B	\$70.00	CALENDAR YEAR	ALL OUT-OF-TOWN BUSINESSES SHALL PAY (ANY TYPE EXCEPT "C." BELOW)
C	\$25.00	PER DAY	PEDDLERS, SOLICITORS, MOBILE MERCHANTS, CIRCUSES, BOXING TENT SHOWS, WRESTLING/BOXING EXHIBITIONS, CARNIVALS, ROAD SHOWS, MAGIC SHOWS, BAZAARS, ANIMAL SHOWS, FORTUNE TELLING, DOOR-TO-DOOR SALES, BUSINESS-TO-BUSINESS SALES, ETC. SHALL PAY
D	\$35.00	CALENDAR YEAR	AUCTIONS/ESTATE SALES
E	\$25.00	PER YEAR	ACCESSORY BUSINESS USES (ALLOWED EVERY WEEKEND – FRIDAY, SATURDAY, AND/OR SUNDAY) SAME TIME AS REGULAR BUSINESS IS OPEN AND PERMITTED THROUGH THE PLANNING DEPARTMENT
F.	\$10.00	EACH TIME	ADMINISTRATIVE FEE FOR RE-ISSUING BUSINESS PERMIT DUE TO NEW INFORMATION DURING THE YEAR OR LOSS.
G	EXEMPT STATUS		NON-PROFITS ARE EXEMPT FROM BUSINESS PERMIT FEES
H	HALF PRICE	November & December	IF A NEW BUSINESS PERMIT IS REQUESTED DURING THE MONTHS OF NOVEMBER AND/OR DECEMBER, THE FEE SHALL BE HALF OF THE REGULAR FEE

BUSINESS PERMIT ELIGIBILITY REQUIREMENT

(A.R.S. §41-1080)

APPLICANT FULL NAME ➤	LAST	FIRST	MIDDLE
BUSINESS NAME (FULL)			
BUSINESS ADDRESS (AS SHOWN ON PERMIT/APPLICATION)			
CITY, STATE AND ZIP CODE			

May 1, 2008, the Governor signed a new bill into law regarding “licensing eligibility” (Arizona Revised Statutes §41-1080). It prevents a State Agency from issuing a new or renewing a Business Permit/License to an individual unless the individual has provided the Agency with one of the forms of identification listed in the law. View additional information about this requirement on the PRODUCERS page of the Department of Insurance Web site (www.id.state.az.us). To become or remain eligible for a Town of Wickenburg Business Permit, complete this form, staple a photocopy showing both sides of your identification to the form and return to the above Wickenburg address. Only provide **one** (1) of the following forms of identification (mark an “X” next to the one you are submitting):

- 1. An Arizona driver license issued after 1996 or an Arizona non-operating identification license.
- 2. A driver license issued by a State that verifies lawful presence in the United States. (Licenses from HI, IL, ME, MD, NM, TX, UT, and WA are not acceptable)
- 3. A birth certificate or delayed birth certificate issued in any state, territory or possession of the United States.
- 4. A United States certificate of birth abroad.
- 5. A United States passport.
- 6. A foreign passport with a United States visa.
- 7. An I-94 form with a photograph
- 8. A United States citizenship and immigration services employment authorization document or refugee travel document.
- 9. A United States certificate of naturalization.
- 10. A United States certificate of citizenship.
- 11. A tribal certificate of Indian blood.
- 12. A tribal or bureau of Indian affairs affidavit of birth.

By my signature below, I hereby certify, under penalty of perjury that the copy of the document I am providing is a true and accurate copy of the original document and that I am legally authorized to be present in the United States.

FULL SIGNATURE OF PERMITTEE/LICENSEE

DATE