



**BUSINESS LICENSE APPLICATION**

**CITY OF BULLHEAD CITY**  
 Location: 2355 Trane Road  
 Mail to: P.O. Box 23189

Bullhead City, AZ 86439-3189  
 (928) 763-0110 - Fax (928) 763-8828 - E-mail cgardner@bullheadcity.com

EACH SECTION OF THIS APPLICATION MUST BE COMPLETED BEFORE A LICENSE WILL BE ISSUED.

Check One: <input type="checkbox"/> New Business <input type="checkbox"/> New Owner of Existing Business				Former Owner (If Applicable):	Application Date: Start Date:	<b>For Office Use Only</b> License Type: <b>TPT      OBL</b>	
For Changes To Existing Licenses: <input type="checkbox"/> Name Change Only <input type="checkbox"/> Location Change <input type="checkbox"/> Change Corporate Officers		Current City License#:	Date of Change:		Application & License Fee		
<b>SECTION I: BUSINESS LOCATION INFORMATION</b>						License #	
Business Name:						Approvals	
Street Address: Suite or Apt. #						Finance Department A D	
City:		State:	Zip	Business Telephone #:		Building Department A D	
E-Mail Address:				Business Fax #		Planning/Zoning Department A D	
<b>SECTION II: MAILING ADDRESS</b>						Fire Department A D	
Enter name if Different From Section I (above) or Enter "In-Care-of" Name:						Health Department A D	
Address						Police Department A D	
City		State	Zip				
<b>SECTION III: BUSINESS OWNERSHIP &amp; RECORD LOCATION</b>							
Ownership: <input type="checkbox"/> Individual <input type="checkbox"/> LLC <input type="checkbox"/> Corp. <input type="checkbox"/> Gen Partnership <input type="checkbox"/> S Corp. <input type="checkbox"/> Other/Non-Profit If LLC do you file with IRS as: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Corporation If Corporation or LLC, it must be registered with the Arizona Corporation Commission.							
Contact person or owner		Name:		Day Time Phone #:		Night Phone #:	
Corporation or LLC if different than DBA							
Corporate or LLC Statutory Agent		Name and Address:			Phone #:		
<b>SECTION IV: BUSINESS TYPE</b>							
Business Type		<input type="checkbox"/> Retail-New Products Only <input type="checkbox"/> Restaurants/Bars <input type="checkbox"/> Rental of Tangible Personal Property		<input type="checkbox"/> Amusements <input type="checkbox"/> Taxi <input type="checkbox"/> Hotel/Motel		<input type="checkbox"/> Other/Services <input type="checkbox"/> Wholesaler <input type="checkbox"/> Home Occupation <input type="checkbox"/> Construction Contracting Roc#	
Describe in detail business activity:							
<b>SECTION V: BUSINESS PREMISES STATUS</b>							
CHECK ONE: <input type="checkbox"/> In City <input type="checkbox"/> Out of City		Is your business location your residence? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you rent/lease commercial property from another? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes to either of these, please complete the Landlord/Property Information.					
		Landlord/Property Manager Name:		Address:		Phone #:	
		Do you rent a portion of the business premises to another entity? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, please list the name and telephone of the other entity:					

Indicate reporting status for filing State and City Transaction Privilege (Sales) Tax Returns:  
 Monthly  Quarterly  Annually

Number of employees:

Give a listing of all locations where the business has operated or where the applicant has operated a business during the last five years: (If not applicable, please write N/A.)

The following information is confidential:

State TPT #	Federal ID# or SS#
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(COPY OF STATE TPT LICENSE REQUIRED)

Owners, Partners, LLC Members, or Officers (For Additional Names Please Attach List)	Name:	Title	Date of Birth:	
	Home Address:		Driver's License – State and #	
	City:	State:	Zip Code:	Phone #:
	Name:	Title	Date of Birth:	
	Home Address:		Driver's License – State and #	
	City:	State:	Zip Code:	Phone #:

Give a description of any and all traffic violations, misdemeanors, and felonies whether convicted or not in the last five (5) years: (If not applicable, please write "None".)

**IMPORTANT NOTICE:**

ISSUANCE OF A CITY BUSINESS LICENSE DOES NOT RELIEVE THE APPLICANT OF THE RESPONSIBILITY OF COMPLYING WITH THE VARIOUS CITY CODES. IF YOU ARE UNSURE OF SPECIFIC CODE REQUIREMENTS; PLEASE CONTACT THE PLANNING, BUILDING, UTILITY, AND FIRE DEPARTMENTS. ALSO BE SURE THAT ALL CITY TRANSACTION PRIVILEGE (SALES) TAX AND TRANSIENT OCCUPANCY TAX HAS BEEN PAID BY THE FORMER BUSINESS OWNERS. UNDER THE CITY CODE YOU ARE LIABLE FOR ANY UNPAID TAXES.

Applicant's Signature Title Date

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**Additional Requirements**

**New Business**

**Type of Ownership**

- Individual Copy of owners U.S. issued picture identification.
- Partnership A Partnership Agreement & copy of all partner picture identifications. (US issued)
- LLC Copy of Arizona Articles of Organization. (Foreign LLCs must be registered)
- Corporation Copy of Arizona Articles of Incorporation. (Foreign Corporations must be registered with the Arizona Corporation Commission)

**New Owner of Existing Business**

- Individual Letter or Bill of Sale from prior owner and copy of new owners US issued picture ID.
- Partnership Letter or Bill of Sale from prior owner, partnership agreement and copy of new owners' ID.
- LLC Letter or Bill of Sale from prior owner and copy of the Articles of Organization.
- Corporation Letter or Bill of Sale from prior owner and copy of the Articles of Incorporation.

**TOTAL FEES INCLUDE APP FEE PLUS LICENSE FEE**

Initial general business license application fee is \$50.00 (non-refundable). Non-profit, Insurance & Title companies have no fee.

**AND**

Initial general license fee is pro-rated from the date of application thru June 30<sup>th</sup>. The pro-rated monthly fee is approximately \$4.17. (For example; July fee is \$50.00 and August fee is \$45.83) Non-profit, Insurance & Title companies have no fee.

The annual renewal license fee is \$50.00; Secondhand Dealer renewal fee is \$150.00 (see separate application); Non-profit, Insurance Companies, and Title Companies renewal fee is \$0.00.

Taxicab business owner investigation fee is \$100.00 with a license and renewal fee of \$50.00. Change of officers or business name is \$20.00.

Change of location inside the City limits is \$20.00. Change of location outside the City limits is \$5.00. Duplicate printed license is \$5.00.