

SOLICITORS LICENSE



BUSINESS LICENSE APPLICATION

FOR OFFICE USE ONLY	
Issued _____	Approved _____
Business License # _____	Date Rec'd _____
Badge Fee (Non Refundable) \$ 10.00	Receipt# _____
License Fee	\$ _____ Receipt# _____
Total Fee	\$ _____ Receipt# _____
<input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Card	Business Code _____
Zoning District _____	CUP # _____

Fees: License = \$100 / Badges = \$10 each

1. Business Information - Please type or print clearly ORIGINAL APP. CHANGE OF: ADDRESS OWNERSHIP BUSINESS NAME

Business Name _____

Business Address _____ City _____ St _____ Zip _____

Mailing Address _____ City _____ St _____ Zip _____

Bus. Phone () _____ Business Start Date _____

Email Address _____

Federal ID: SSN _____ FEIN _____

Sales Tax # _____ Utah Corp., LP or LLC #: _____

Property Owners Name _____ Phone () _____

Property Owners Address _____ City _____ St _____ Zip _____

Business Organization: Independent/Sole Proprietor Corporation Partnership Limited Partnership

Limited Liability Company Profit Corporation Non-Profit Corporation

Has Brigham City ever licensed the applicant(s)/owner(s)? Yes No, If yes, when? _____

Under what business name? _____

Describe Business: (Add additional pages as needed)

NUMBER OF EMPLOYEES _____

2. Check All That Apply Note: See Title 14 for Specific requirements. Additional information may be required for specialty licenses.)

Use special forms for Beer, Cabaret, Sexually Oriented Business

- Alarm System Agriculture Vendor Apartments Auction/Auctioneer Christmas Tree Sale Collection of Garbage/Waste
- Commercial Construction Contractor Cosmetology Home Occupation (See Home Occ. Form) Handyman Pawnbroker
- Solicitor Outside City Limits Insurance Private Police/Detective Nail Technician Massage Therapist
- Other Special Event Swap Meet Public Dance Mechanical Amusement Device

Temporary Merchant License - Location _____ Dates of Sale _____ Temp. Sales Tax# _____

3. Business Owner or Agent Information

Business Owner's Name _____ Date of Birth ____/____/____

Or **SALES PERSON'S Name** _____ **Date of Birth** ____/____/____

(For Corporation, Limited Partnership, & Limited Liability Company Only)

SALES PERSON'S Information:

Drivers License# _____ St _____ Home Phone () _____
Home Address _____ City _____ St _____ Zip _____
Social Security Number _____
State License Type (If applic.) _____ Lic. # _____ Exp. Date _____
Alternate Contact _____ Phone () _____

4. Verification of Accuracy - Acknowledgment of Responsibility

Under penalty of perjury, I hereby certify that the information provided for this entire application is complete and accurate. I further certify that updated information will be provided in writing or on a new application, as required, to the Brigham City Business License Division within 30 days of any change to the business, name, organization, or location. I hereby acknowledge that illegal or fraudulent business practices are grounds for revocation of the business license. I (we) further agree to not conduct said business until the license has been approved.

Signature of Authorized Agent/Owner Date _____

Signature of Authorized Sales Person **Date** _____

5. License Fee Calculations

Note: A list of Licensing Fees and Bond Requirements is available upon request from the Business Licensing Department.

14.15.060 Solicitors License Fee

Solicitors Fee per company or qualifying entity or individual.....\$100.00
* (plus \$10.00 for each individual ID badge)

6. Additional Information

- **Call ahead for an appointment** – Business Licensing hours vary each day of the week
- Bring one form of current picture ID: Driver's License, passport, etc.
- We will run a background check through the *Brigham City Police Department*. No other background check is required. You must be **in our office no later than 3:30 pm** with your application. We cannot run the background checks after this time.
- We create an official *Brigham City* solicitor's badge, which **must be worn at all times** while going door to door.
- This license and the accompanying badge are **only valid until December 31st** of the year in which they are issued.
- This license and the accompanying badge authorize the individual stated thereon to **sell door to door in Brigham City only**. To sell in other jurisdictions including Box Elder County, the solicitor must apply to the appropriate offices for a solicitor's license to sell in those jurisdictions.
- If a badge is lost, we will furnish a replacement badge for the badge fee listed above. Come in immediately before continuing to sell. You must have your badge in plain view at each door.

