

CITY OF UNION GAP
 102 W AHTANUM ROAD
 P.O. BOX 3008
 UNION GAP, WA. 98903-0008
BUSINESS LICENSE APPLICATION

Please complete the application in its entirety.
 (Please Note: This is an **APPLICATION ONLY** and not a license to conduct business)
 Print All Information

Renewal New License

BUSINESS NAME:	LOCATION ADDRESS												
If Business name has changed in the past year, list former name.	MAILING ADDRESS												
BUSINESS PHONE #:	WA State Sales Tax Number (UBI):												
Business Fax #:	Business E Mail Address:												
Type of Business: <input type="checkbox"/> LLC <input type="checkbox"/> SOLE PROPRIETORSHIP <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION													
Nature of Business:	Original Opening Date of Business: (Union Gap location)												
Local Manager (include name and home #)													
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Names & Titles of Business Owners, Partners or Officers</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Residence Address</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>City, State, Zip</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Phone</u></th> </tr> </thead> <tbody> <tr> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black;"> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black;"> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		<u>Names & Titles of Business Owners, Partners or Officers</u>	<u>Residence Address</u>	<u>City, State, Zip</u>	<u>Phone</u>								
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Do you Use/Store/Discharge Flammable Or Hazardous Materials? <input type="checkbox"/> Yes <input type="checkbox"/> No	In an Emergency Notify: <u>Name & Phone #</u> <u>(At least 2 people)</u>												
Do you have an alarm system <input type="checkbox"/> Yes <input type="checkbox"/> No													
Name of Company:													
If this is a New Business: Will there be any construction or remodeling? <input type="checkbox"/> Yes <input type="checkbox"/> No A Change of Signage <input type="checkbox"/> Yes <input type="checkbox"/> No													
Total Number of Employees at UNION GAP Location, Including Owner(s) and management. _____ Full Time _____ Part Time													
Home Occupation? <input type="checkbox"/> Yes <input type="checkbox"/> No	Does Your Business Collect Sales Tax? <input type="checkbox"/> Yes <input type="checkbox"/> No												
<div style="text-align: center; margin-bottom: 10px;">Office Use Only</div> Received By _____ Date _____ Zoning Reviewed By _____ Date _____ Customer # _____ Rcpt# _____ License # _____ Fee \$ _____	I CERTIFY THAT I HAVE READ AND UNDERSTAND THE UGMC Title #4.04 & 11.24 AND I FURTHER CERTIFY THE ABOVE INFORMATION IS CORRECT. SIGNATURE/TITLE _____ PRINT NAME _____ APPLICATION DATE _____												

Please read the following carefully. If you have any questions regarding any of the following statements, you are notified to inquire at City Hall prior to receiving your business license.

UGMC TITLE 4.04. “No person shall engage in, carry on or operate any business or occupation within the City without having first obtained a license to do so; provided, that businesses that are temporarily engaged in construction, renovation and remodeling projects within the City are not required to be licensed. The phrase “operate any business” shall include the operation within the city of any warehouse, storehouse, supply depot, or any other storage facility used in commerce.”

UGMC TITLE 11.24. “No owner, manager or employee of any business shall use any City or public property or right-of-way or sidewalk for purpose of advertising or conducting business or displaying or storing inventory, equipment or other business property.”

The issuance of the business license is a tax on your business activity and does not entitle you to conduct a business in violation of any Federal, State or Local laws applicable to the business operation. The business must be located in an area zoned to permit the business activity. Any construction or remodeling requires a building permit and must conform to the building and fire codes.

For your protection, before you commence business, you are notified to ascertain proper zoning regulations, building code requirements applicable to your business premises and fire inspection of your business premises. You are also notified to contact City Hall in the event of a change in your business location.

I have read the above and I understand that the business license fee is a tax on the business activity and does not entitle me to conduct a business in violation of any Federal, State or Local laws applicable to the business. I also understand that I should check with the zoning, building and/or fire departments and that I must conform to the proper City of Union Gap codes before operating my business.

ORDINANCE NO. 1536

AN ORDINANCE amending UGMC 4.04.060 and amending the fee schedule for Union Gap business licenses.

WHEREAS, the annual license fee on all businesses and occupations within the City pursuant to UGMC Chapter 4.04 has not been amended in thirteen years, during which time the City has experienced substantial economic growth and during which time substantial inflation has occurred; and

WHEREAS, the City desires to apportion the business and occupation license fee equitable, and a fee schedule based upon the number of person employed is fair and equitable;

THEREFORE, the Union Gap City Council ordains as follows:

Section 1. UGMC Section 4.04.060 is hereby amended to read as follows:

Fees. There is levied an annual license fee on all businesses and occupations as defined in Section 4.04.020 based upon the number of employees as follows:

<u>Number of Employees</u>	<u>Business License Fee</u>
1-15	\$ 25.00
16-30	75.00
31-45	125.00
46-60	175.00
61-75	225.00
76-100	275.00
101 and over	300.00

For the purposes of this Section, all employees both full and part-time shall be counted.

Section 2. This Ordinance shall become effective March 14, 1992.

ORDAINED this 9th day of December, 1991.

Ronald D. Krebs
Mayor

ATTEST:

Regina Williams
City Clerk