

Date: _____

License #: _____

- New Application
- Updated Information



Town of Jackson
Business License Application
 PO Box 1687, Jackson, Wyoming 83001
 Phone: (307)733-3932
 Fax: (307)739-0919
 www.jacksonwy.gov

Instructions: **All information on both sides of this form must be fully completed.** Failure to complete any item will delay the processing of your application. All payments shall be made at the time of application and shall be non-refundable, unless the application is denied. If the Town denies a business license application, the entire fee, less a \$37.00 application fee, will be refunded. An application for a business license **must be submitted and approved** by the Town **before the business can begin operations.**

(License will be DELAYED and can potentially be DENIED if any information is incomplete)

<u>Sales Tax Collecting Business</u> 1 - 10 employees = \$100.00 11 - 49 employees = \$200.00 50 - 99 employees = \$300.00 100 + employees = \$500.00	<u>Non-Sales Tax Collecting Businesses</u> 1 - 10 employees = \$130.00 11 - 49 employees = \$290.00 50 - 99 employees = \$390.00 100 + employees = \$650.00	
<u>Commercial Property Rental</u> 1 or more rentals = \$100.00	<u>Residential Rentals</u> 3 or more rentals = \$100.00	<u>Agent</u> 0 employees = \$100.00

Business Name: _____
 D/b/a: _____
 Nature of Business: _____
 Is the Business in your residence? Yes No
 Is the Business a: Corporation Partnership Sole Proprietorship LLC

Business Physical Address: Street & No: _____
 Bldg. /Apt: _____ City: _____ State: _____ Zip Code: _____

** Any change of location or ownership requires a new application, \$37.00 fee, and subject to approval by the Town of Jackson**.

Business Mailing Address:
 Post Office Box: _____ City: _____ State: _____ Zip Code: _____
 Business Phone Number :(____) _____
 Fax/email address: _____

WY Sales Tax Number: _____
 Federal Employers ID Number or SSN: _____

(PLEASE PROVIDE COLOR COPY OF DRIVER'S LICENSE)

Have you ever been convicted of a felony? Yes No

Will this Business be applying for Restaurant Liquor License? YES NO

If Premise was previously occupied, was it a Residence Business
 If Business, What type: _____