

Town of Koosharem

45 North Main, P.O. Box 440199 Koosharem, UT 84744
Phone: 435-638-7598 Fax: 435-638-7591

BUSINESS LICENSE APPLICATION

Business Name: (Attach copy of registration of name with State):		DBA #: (Sole Prop or Gen Partnership)		Business Phone () ()		FAX () ()	
Business Address:							
Street:		City:		State:		Zip:	
Mailing Address:							
Street:		City:		State:		Zip:	
Type of Organization: General Partnership () Corporation ()				Business Start Date:		Utah Corp., LP or LLC #:	
Sole Proprietorship () Limited Partnership () LLC ()							
Business Owner:							
Name:		Address:		City:		State: Zip: Phone:	
Local Manager:							
Name:		Address:		City:		State: Zip: Phone:	
<input type="checkbox"/> SSN:		State Sales Tax #: (if required)			State License #: (if required)		
<input type="checkbox"/> EIN/FIEN: (Not required by Sole Prop w/no employees)							
Does business require Town culinary water: <input type="checkbox"/> Yes <input type="checkbox"/> No		If water is required, explain below:					
<p>This form is an application for a business license. The receipt for payment of license fees thereof does not constitute being approved to operate a business. The actual license will be issued only when all required inspections are completed, copies of state license(s) obtained and required approvals obtained. The Town of Koosharem shall not be held responsible for delays in processing an incomplete application, or for property improvements and other business expenditures occurring before the license applicant receives final approval.</p> <p>I/We hereby agree to conduct said business strictly in accordance with the Laws and Ordinances covering such business, and swear under penalty of law that the information contained herein is true to the best of my knowledge.</p> <p>X _____ Signature</p> <p>X _____ Signature</p>				<p>License fees are as follows:</p> <p>25.00\$ † Standard Business License 12.50\$ † Six-Month Business License 12.50\$ † Temporary Merchant License (six-months) 10.00\$ † Landlord License (per rental unit above two)</p> <p>License Fee \$ _____</p> <p>Please attach as required:</p> <p>† Annual Fire Inspection † Home Business Fire Department Self Inspection † Annual Health Dept Sign Offs † State License(s) † Building Inspection</p> <p>PLEASE NOTE:</p> <p>1. Business Licenses expire annually on December 31. 2. License renewal fees are due on or before January 1. 3. A late fee of \$5.00 per month starts accruing after January 31.</p>			
<p>OFFICE USE ONLY:</p> <p>Date Approved: _____ Date Received: _____</p> <p>Town License # _____ Date Issued: _____</p> <p>Notes: _____</p> <p>_____</p> <p>_____</p>							

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HOME BUSINESS FIRE DEPARTMENT SELF INSPECTION

This form is to be completed by the applicant.
All of the information contained in this report is considered applicable unless otherwise specified.

Business Name: _____

Business Address: _____

Business Phone Number: _____ Date of Inspection: _____

AREA OF INSPECTION	DETAILS	CONFORMS Yes or N/A
Smoke Detectors	At least one on every level. Tested monthly. Batteries changed two times each year.	
Exit Doors/Hallways	All exit doors are to remain clear and free of obstructions; boxes, storage, deliveries, etc.	
Extinguishers	At least one "2A10BC" extinguisher. Service every 5 years. Permanently mounted in common area of home.	
Storage	Storage of combustibles inside of furnace room, around furnace or gas water heater is not permitted (paints, gas, etc.)	
Electrical Concerns	Extension cords shall not be used as permanent wiring for a period exceeding 3 days. Breakered plug strips are allowed.	
Breaker Panel	Must maintain 36" clearance. Never tape across breakers.	
Electrical Outlets	Must have approved covers in place.	
Address	Must be visible from street (free from bushes, shrubs, etc.).	
Space Heaters	Keep all combustibles clear.	

I hereby certify that the information above is true and correct to the best of my knowledge.

Home Owner _____ Signature _____

By checking this box I am indicating that, I would like to have an on-site fire inspection conducted at my home business.



State of Utah
DEPARTMENT OF COMMERCE
Division of Corporations & Commercial Code
BUSINESS LICENSING & REGISTRATION GUIDE

All businesses operating in Utah must be registered with the Department of Commerce and licensed with a city or county in the state. The following information explains the benefits of registration and licensure and why and how a business should register and receive a license.

State Registrations

Who Must Register Their Business?

All businesses in Utah are required by law to register with the Utah Department of Commerce either as a "DBA" (Doing Business As), corporation, limited liability company or limited partnership. Businesses are also required to obtain a business license from the city or county in which they are located.

Why Are Businesses Required to Register?

Registration is required so that a comprehensive state registry of all business and corporate information is available for public reference. This information is vital to an orderly legal system and marketplace. Without it, the public or other businesses may have no way of knowing the persons with whom they are doing business.

Where Do You Register Your Business Name?

You can register your business by contacting:

DEPARTMENT OF COMMERCE Division of Corporations & Commercial Code

Mail In:

PO Box 146705

Salt Lake City, Utah 84114-6705

Walk In:

160 East 300 South, Main Floor

Service Center: (801) 530-4849 **Toll Free Number:** (877) 526-3994 (Utah Residents)

Fax: (801) 530-6438

Web Site: <http://www.corporations.utah.gov>

City and County Business Licenses

Who Must License Their Business?

By law, all businesses are required to license with the local municipality in which they are doing business. General standards exist for licensure, but each city and county also have unique requirements and procedures. It is best to contact your city or county office to know the exact standards that are set for licensure.

Why Are Municipal Business Licenses Required?

Local licensure ensures that businesses are safe to the public and given the protections under the law to which a licensed business is entitled. A business may be visited or inspected and required to fulfill local zoning, building and parking requirements before receiving a license. This ensures employee and public health, safety and welfare.