



APPLICATION FOR BUSINESS LICENSE

City of Roy

www.cityofroywa.us

PO Box 700; Roy, WA 98580-0700 (253) 843-1113 Fax (253) 843-0279

New **Renewal** **Update Only** **Business closed** on ___/___/___

Business licenses are effective for the calendar year. The annual fee is \$45.00.

Legal name of business			
Doing business as (dba)			
Address (street, city, state, zip)			
Mailing address if different			
Phone	Alternate phone	Fax	Contact name
Email		Emergency contact	Emergency phone
Owner of business		Nature of business	
Washington State UBI number	Contractor/Professional license (if applicable) number	Pierce Co. Health Approval (if applicable) number	
Preferred reporting period: <input type="checkbox"/> quarterly <input type="checkbox"/> annually Your Business & Occupation tax return is due quarterly unless you request an annual reporting period. Estimated annual gross receipts from City of Roy sources: \$_____			
Date commenced business in the City of Roy: ___/___/___ License fee is delinquent if not submitted and paid by January 31 or within 30 days of commencing business in the city. The late fee is 50% of the license fee for each month or portion thereof beyond the delinquent date during which the fee remains unpaid. Maximum late fee is \$90.00.			

Note: When you remit sales tax collected in the City of Roy to the Washington State Department of Revenue, please use Location Code 2712.

\$45.00 license fee enclosed \$_____ late fee enclosed

Under penalties of perjury, I declare that I have examined the foregoing and to the best of my knowledge and belief, declare it to be true, complete and correct.

Signature Date

Printed name Title

OFFICE USE ONLY			
Fee received \$_____	Date _____	License no. issued _____	Date _____
Issued by _____		Reporting period _____	