



City of Kelso Business License Application/Renewal

Year Ending

Fee Must Accompany Application

Receipt No.

Please read form carefully and provide all of the information requested on the front and back of this application and return to:

City of Kelso
Finance Department
203 S. Pacific, Ste 102
P.O. Box 819
Kelso, WA 98626
E-Mail - lwetle@kelso.gov

Name of Applicant: _____

Name of Business: _____

Location of Business: _____

Mailing Address: _____

Phone Number: _____ **E-Mail:** _____

Is this Business a Home Occupation? Yes No

Type of Business (Please Circle):

Wholesale Financial Institution Retail Services Manufacturing Contractor

Other (Please Describe): _____

Ownership Status (Please Circle):

Individual Corporation Partnership Nonprofit

Total Number of Employees: _____

Detailed Description of Business: _____

Owner, Partner's or Officer's Name and Title: _____

Date of Birth Driver's License Number State

Residential Address City State Zip Code Phone Number

Owner, Partner's or Officer's Name and Title: _____

Date of Birth Driver's License Number State

Residential Address City State Zip Code Phone Number

Contractor Number

Exp. Date

Washington State UBI#

Mandatory After Hours Emergency Contact Number:

The following information is required by the State of Washington:

Do you store hazardous materials? Yes No

Type

Quantity

I certify that the information shown on this application is true and correct to the best of my knowledge.

Signature

Printed Name

Title

Additional permits may be necessary before the owner can commence business. Please call (360) 423-0900 for information. This registration certificate is only for the business location listed above. If you change your business address or nature of business, please return your business license to the City Clerk's Office and a new license shall be issued.

I authorize the City of Kelso to conduct a background check investigating my business. I understand this authorization is optional and I'm not required to sign as a condition to obtain a Certificate of Registration.

Signature

Please Acknowledge:

The City's issuance of this Certificate is for the purpose of regulating B&O Tax collections only and in no way verifies or otherwise certifies that the business or business location is in compliance with other City Ordinances or Regulations.

Initials

Renewal Due Date - January 31st

New License - \$50

Renewal - \$50

Late Fee - \$25 (If filed after Jan. 31st)

For Official Use Only

Reviewed By:

Comments:

Fire	Yes	No	By
KPD	Yes	No	By
Comm. Dev.	Yes	No	By
Engineering	Yes	No	By
