



Temporary/Seasonal Business License Application

Type of Application

New Application
Other _____

American Fork City
51 East Main, American Fork, Utah 84003
(801) 763-3000 • www.afcity.org

License #: _____

Print clearly or type an answer to every question. Incomplete applications will not be accepted. Application submittal is required prior to opening to avoid the \$50.00 penalty fee. All Federal and State numbers must be obtained before application and fee will be accepted.

SECTION 1: BUSINESS INFORMATION

Business Name:	Phone:	
Business Address:		
Mailing Address:		
City:	State:	Zip:

SECTION 2: FEDERAL AND STATE INFORMATION

To apply for a Federal EIN, go to <http://www.irs.gov/Businesses/Small-Businesses-&-Self-Employed/How-to-Apply-for-an-EIN>. To register your business, go to www.osbr.utah.gov (One Stop Business Registration). To obtain a State Special Events Sales Tax number, call (801) 297-6303.

State Special Events Sales Tax No:	Business Registration No:
Federal EIN:	Employer Withholding No:

SECTION 3: BUSINESS DESCRIPTION

Ownership Type:	<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Proprietorship	<input type="checkbox"/> LLC	<input type="checkbox"/> DBA	<input type="checkbox"/> Non-Profit
Type of Sales:	Sales Period	Starting:	Ending:			
Property Use Agreement (on Property Owner's letterhead)		<input type="checkbox"/> Yes (Please attach)				
Site Plan showing customer parking and location of stand:		<input type="checkbox"/> Yes (Please attach)				
Restroom Agreement:		<input type="checkbox"/> Yes (Please attach)				
County Health Permit		<input type="checkbox"/> Yes (Please attach)				

SECTION 4: OWNER INFORMATION

Business Owner Name:	Phone No:		
Home Address:	City:	State:	Zip:
Email:	Driver's License No:		

SECTION 5: REQUIRED SIGNATURES

SIGNATURES MUST BE OBTAINED BEFORE APPLICATION WILL BE ACCEPTED-VALID 3 MONTHS FROM DATE SIGNED

Zoning Clearance: (Take completed application to American Fork Planning Department, 275 East 200 North, (801) 763-3060)	
Notes:	
Signature:	Date:
Fire Inspection: (Call American Fork Fire Department at (801) 763-3045 to schedule an appointment)	
Signature:	Date:
Police Clearance: (Take completed application to American Fork Police Department, 75 East 80 North, (801) 763-3020)	
Signature:	Date:

SECTION 6: TEMPORARY/SEASONAL LICENSE FEES

Temporary Business License (up to 10 consecutive days)	\$200.00	\$ _____
Seasonal Business License (up to 4 months-stationary stand)	\$300.00	\$ _____
Fireworks sales per location	\$60.00/additional fee	\$ _____
Temporary Membrane Structure/Tent (over 400 sq ft)	\$60.00/additional fee	\$ _____
Bazaars, Boutiques and Open-Air Markets (not to exceed \$620 or less than \$220)	\$200.00 + \$10.00/booth	\$ _____
Penalty Fee (Include if business was in operation before business license was issued)	\$50.00	\$ _____
TOTAL FEES:		\$ _____

SECTION 7: APPLICANT AGREEMENT

I/we hereby agree to conduct said business strictly in accordance with all American Fork City codes governing such business, and swear under penalty of law that the information contained herein is true and correct. I/we also understand that to falsify any information on this application is grounds for denial and/or revocation of this license and other penalties as provided by law. No business license shall be transferred from one person to another, nor from one location to another.

I/we have read American Fork Development Code Section 17.5.122, Temporary and Seasonal Uses, and certify that I am in compliance with the ordinance in operating a temporary or seasonal business.

Applicant Signature: _____

Date: _____

Applicant Printed Name: _____

Title: _____

For Office Use Only

Amt. Pd: _____ Date Pd: _____ Pmt. Type: Cash Check # _____ Credit Card Acc. by: _____ Rev. 9/15