



**City of Tontitown**  
**P O Box 305**  
**Tontitown, AR 72770**  
**PH: 479-361-2700 Fax: 501-421-0012**

**Tontitown Business License Application**

Date: \_\_\_\_\_ Current License# \_\_\_\_\_

**New Business**  **If new, date opened** \_\_\_\_\_ **Renewal**  **Location Change**

Name of Business: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Name of Business Owner(s): \_\_\_\_\_

Name of Contact(s): \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Location Address: \_\_\_\_\_

Business Telephone Numbers: (\_\_\_\_) \_\_\_\_-\_\_\_\_ (\_\_\_\_) \_\_\_\_-\_\_\_\_

E-mail Address(s): \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_ State Tax ID Number: \_\_\_\_\_

Number of employees working 25 hrs or more per week: \_\_\_\_\_ Total Employees: \_\_\_\_\_

Number of Buildings: \_\_\_\_ Number of Annex Buildings: \_\_\_\_ Employees at Annexes: \_\_\_\_

Restaurants only- Number of Seats: \_\_\_\_\_ Storage Buildings only- Number of Units: \_\_\_\_\_

Standard Industrial Classification Code Number(s) and Classification(s):

(These can be found at <http://www.osha.gov/pls/imis/sicsearch.html>)

\_\_\_\_\_

Location Addresses for Annex Buildings: \_\_\_\_\_

\_\_\_\_\_

List types of hazardous materials used or stored at each address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
 Signature of Business Owner or Manager                      Signature of City Official

Receipt \_\_\_\_\_  Cash  Check/Money Order      Check # \_\_\_\_\_

Total Fee: \$ \_\_\_\_\_ Renewed License# \_\_\_\_\_ Exp. Date \_\_\_\_\_

Penalty, if applicable: \$ \_\_\_\_\_



**City of Tontitown**  
**P O Box 305**  
**Tontitown, AR 72770**  
**PH: 479-361-2700 Fax: 501-421-0012**

**Fees are as follows pursuant to Ordinance 2006-06-261:**

This ordinance may be found at this link:

[http://www.amlegal.com/nxt/gateway.dll/Arkansas/tontitown\\_ar/titlexibusinessregulations/chapter110generallicensingprovisions?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:tontitown\\_ar\\$anc=JD\\_110.01](http://www.amlegal.com/nxt/gateway.dll/Arkansas/tontitown_ar/titlexibusinessregulations/chapter110generallicensingprovisions?f=templates$fn=default.htm$3.0$vid=amlegal:tontitown_ar$anc=JD_110.01) Manufacturing sales, professional services, transportation, and any

other business, except for the types of businesses listed below, shall be charged a fee of \$50.00 per business and \$5.00 for each employee or owner working 25 hours or more per week.

a. If an agency or broker allows salespersons to sell under the agency's auspices with office space, but does not consider them to be employees, the agency shall collect the appropriate licensing fee from the salespersons and remit it at the same time they remit the licensing fee due from the agency.

b. Accountants, advertising agencies, architects, attorneys, banks, savings and loan associations, bail bonding firms, engineers, funeral directors or undertakers, medical profession (all members), insurance agents/brokers, stock and/or investment brokers, pharmacists, real estate brokers and agencies: \$75.00, plus \$10.00 for each employee working a minimum of 25 hours per week.

(2) Food and lodging:

a. Restaurants, cafes, diners, cafeterias, delicatessens or any place where food is prepared and served to the public:

1. Minimum...\$50.00
2. 10-25 seats...75.00
3. 26-75 seats...100.00
4. Over 75 seats...150.00

b. Motels, hotels, boardinghouses, rooming houses, mobile home parks, and apartments:

1. 1-6 units...\$50.00
2. Plus each additional unit thereafter...5.00
3. Catalogue houses whose principal sales are by fulfillment of orders from out-of-town warehouses...\$300.00

4. Self service storage units:

- (i) 1-6 units...\$50.00
- (ii) Plus each additional unit thereafter...\$1.00

(iii) The number of employees upon which the charge shall be based shall be the average number of employed by the applicant. The fee shall be prorated at the rate of 1/12 of the annual fee per month for the months remaining in the current year of the initial fee. It shall be the duty of the Code Enforcement Officer to determine the number of employees upon which to base said fee and the Code Enforcement Officer shall require of all applicants an affidavit stating the number of employees upon which such a fee shall be paid. In addition, the Code Enforcement Officer may require other proof in order to correctly determine the number of employees upon which the license fee shall be based.