



300 E Maple St  
Columbus, KS 66725  
Phone: (620) 429-2159  
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# BUSINESS LICENSE APPLICATION

Application Date: \_\_\_\_\_ Initial Fee \$25.00 Annual Fee\* \$25.00 \*A \$10 per month late renewal penalty is enforced

Common Business Name (DBA) \_\_\_\_\_ Legal Business Name (if different from DBA) \_\_\_\_\_

Type of Business (Retail, Restaurant, Medical, etc.) \_\_\_\_\_  
 Check if Home Occupation  Permission to release business

**PLEASE NOTIFY US IF YOU DISCONTINUE YOUR BUSINESS - THANK YOU**

Physical Address \_\_\_\_\_ Federal ID & Sales Tax Number \_\_\_\_\_

Mailing Address (if different from Physical Address) \_\_\_\_\_

Business Phone Number \_\_\_\_\_ Business Fax Number \_\_\_\_\_ Business E-mail Address (For City Use – Public Notifications) \_\_\_\_\_

Days of Operation \_\_\_\_\_ Hours of Operation \_\_\_\_\_ Total Square Footage \_\_\_\_\_ # Full Time / Part Time Employees \_\_\_\_\_

## BUSINESS CONTACT INFORMATION

(This information will be used by the Police Department to contact a responsible party in the event of an emergency)

Owner/Operator (primary contact) Address Home Phone Cell Phone

Manager or Local Contact Address Home Phone Cell Phone

Other Business Contact Address Home Phone Cell Phone

## ALARM & CLEANING SERVICE INFORMATION

(This information will be used by the Police Department to contact a responsible party in the event of an emergency)

Alarm Type (Check One):  None Burglar:  Audible  Silent Hold-up:  Silent

Alarm Company Name Alarm Company Phone After Hours Phone (Emergency)

Cleaning Service Name Cleaning Service Phone After Hours Phone (Emergency)