



**ANACONDA-DEER LODGE COUNTY
BUSINESS LICENSE APPLICATION**
(Please Fill Out Entire Application)
BUSINESS LICENSES ARE NON-TRANSFERABLE

Date of Application: _____

Permit Received By: _____

PART 1

Name of Business: _____

Business Address: _____

City, State, Zip: _____

Name of Owner/Manager: _____

Owner/Manager Address: _____

City, State, Zip: _____

Phone/Mobile #: _____ E-Mail: _____

Date of Birth (may be required for background check): _____

PART 2

Is this a branch office or representative of any firm located somewhere other than within Anaconda-Deer Lodge County? Yes No If yes, please fill out below questions,

Firm Name: _____

Home Office Address: _____

City, State, Zip: _____

Phone/Mobile #: _____

PART 3

Is this location permanent? Yes No If no, please explain: _____

PART 4

Please provide the following:

Federal Tax Identification Number: _____

If this is a contracting business, please provide State Registration #: _____

Is your business name registered with the Secretary of State? Yes No

PART 5

Description of Business (please indicate supplies, materials, equipment, vehicles, etc. used and stored on the premises): _____



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PART 6.

Home Occupation? Yes No

If this business is being conducted within a home, or the business is located in a residential district as defined in the Anaconda-Deer Lodge County Development Permit System, an Application for a Home Occupation Form (Attachment "A") must also be completed. The application is made subject to all the terms and conditions of Ordinance No. 120 of Anaconda-Deer Lodge County, which is hereby agreed to.

Do you plan on renewing your business license on a yearly basis? Yes No

If business license is only temporary and you are not anticipating work within the county any longer, please deactivate your business license or you will be sent a renewal at the beginning of the following year, which will then accrue interest after January 31st of the following year.

X

Applicant Signature

Date



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ANACONDA-DEER LODGE COUNTY BUSINESS LICENSE INFORMATION

- In order for a business to operate – a business license must be issued from Anaconda-Deer Lodge County. Applicants also must be registered with the Montana Secretary of State and provide a Federal Tax ID dependent on the business structure and organization
- Each business license application may have up to a two week waiting period
- No business shall operate prior to having a business license in hand.
- In order to receive a business license – all required inspections, when necessary, must be conducted and each inspector must deem the business in compliance with all applicable codes, etc.
- A change of ownership does constitute the need for a new business license.
- If the proposed business is not ready for inspection at the time of application submittal, it is the owner's responsibility to contact Anaconda-Deer Lodge County when an inspection is needed.
- Once a business is no longer operating, the business license must be deactivated in order to avoid late fees and penalties. Please call the Treasurer's Office to deactivate a business license at 563-4050.

I hereby have read and understand all information presented above. If receiving application via mail, it is understood that you have read and understand all statements above and have contacted the Anaconda-Deer Lodge Planning Department with any questions or concerns at (406) 563-4010

X

Applicant Signature

Date



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ADMINISTRATIVE USE ONLY

FEE SCHEDULE

PSC Regulated Utilities	\$500.00
Heavy Construction/Industry	\$200.00
Finance	\$200.00
Supermarkets and Convenience Stores	\$100.00
All Other Businesses	\$ 50.00

***Fee is ½ price after July 1st*

Fee Paid: _____ Receipt/Check #: _____ By: _____

SIGNATURES REQUIRED

_____ Compliance: Yes No N/A
ADLC Building Inspector Date

_____ Compliance: Yes No N/A
ADLC Code Enforcement Officer Date

_____ Compliance: Yes No N/A
ADLC Fire Chief Date

_____ Compliance: Yes No N/A
Tri-County Sanitarian Date
(food, beverage, or lodging-related business)

_____ DATE
ADLC Planning Director

_____ DATE
ADLC Chief Executive Officer