

# CITY OF COOS BAY

Public Works & Development Dept., 500 Central Avenue, Coos Bay, Oregon, 97420  
Phone (541) 269-8918 Fax (541) 269-8916

## BUSINESS LICENSE APPLICATION AND RENEWAL FORM

1. Please check:

- (a) New  
 (b) Renewal  
 (c) Transfer  
 (d) No longer in business, call 269-8918

**Business License No. : BUS-**

**For the Calendar Year 2009**

2. Business Name and Mailing Address:

3. Business Name

4. Street Address

5. Type of Business

6. Business Phone \_\_\_\_\_ 8. Emergency Phone \_\_\_\_\_

7. Previous Name of Business \_\_\_\_\_ 9. NAICS Code (office use only) \_\_\_\_\_

10. Primary Contact Name and Address:

**Use the fee schedule on the back of this form to calculate your fee. Please return this application with your check made payable to the City of Coos Bay.**

	<u>NUMBER</u>	<u>FEE DUE</u>
11. <u>General Retail &amp; Service Businesses:</u> Total number of all employees and owners:	_____	_____
12. <u>Apartments, Hotels, Motels, and RV Parks:</u> Include all rental units, apartments, and all other dwellings:	_____	_____
13. <u>Contractors:</u> Use the back of this form for the correct fee.		_____
14. <u>Other, Taxi, Entertainment Club &amp; Resale/Second Hand businesses:</u> See back of form for correct fee.		_____
15. <b>For late renewals of existing business licenses, add (10% per month) after January 31<sup>st</sup>.</b>		_____
	<b>TOTAL DUE</b>	_____

Pursuant to Coos Bay Municipal Code 5.05.080 1(d), the City of Coos Bay may request proof of possession of any license, certificates, or registrations that are required by state or federal laws to conduct the type of business listed on the business license application. Possession of a Coos Bay business license does not in any way guarantee a holder has met the certification requirements for their occupation. I hereby agree to abide by all terms and provisions of the code referred to above and to furnish other information as may be required.

Applicant's Signature

Date

## SCHEDULE OF BUSINESS LICENSE FEES – CITY OF COOS BAY

(Fee schedule per Resolution 08-12)

License fee herein required is due and payable on the first day of January of each calendar year and shall be delinquent on and after the first day of February.

**10% PENALTY ASSESSED FOR EACH MONTH OR FRACTION OF A MONTH AFTER FEB. 1ST**

### GENERAL RETAIL & SERVICE BUSINESSES

1 to 10 persons.....	\$50	per year
11 to 20 persons.....	\$100	per year
21 to 30 persons.....	\$125	per year
Over 30 persons.....	\$150	per year

### HOME OCCUPATION

1 person.....	\$15	per year
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### CONTRACTORS – As listed with the Oregon State CCB

General Contractor.....	\$125	per year
Limited Contractor.....	\$75	per year
Special Contractor.....	\$25	per year

### OTHER

Seasonal Business.....	\$25	per year
Transient Merchant.....	\$125	per day + posting of a \$2500 bond for 1 year
Auctions.....	\$50	per auction with an annual limit of \$250
Auto Wreckers.....	\$75	per year
Carnivals & Circuses.....	\$100	per performance or day + \$500 refundable clean-up deposit
Flea Market, Craft Fairs, etc.....	\$25	per day + \$1 per table per day
Amusement Devices.....	\$35	per year per device
Exhibitions.....	\$10	each

### APARTMENTS, HOTELS, MOTELS, RV PARKS

1-5 units.....	\$15	per year
6-12 units.....	\$15	per year + \$2.50 per year per unit in excess of 5 units
Over 12 units.....	\$35	per year + \$1.50 per unit in excess of 12 units
Mobile Home Park.....	\$75	per year for 1 <sup>st</sup> space, plus \$2 per year for spaces 2 to 15, plus \$1 per year for each space in excess of 15, \$500 per year maximum

### TAXI

Vehicles for Passenger Hire.....	\$125	per year & \$25 per vehicle + Each driver must have his or her own individual \$50 Business License
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### ORDINANCE #101 & #143

Entertainment Clubs / Dances.....	\$175	per year
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Non-Profit (503c).....No Fee, must provide proof of non-profit status

**Make checks payable to City of Coos Bay**