



RENEWAL APPLICATION
CITY OF ELIZABETHTOWN
MINIMUM LICENSE FEE

City I.D.
Number Assigned:

DUE BY JANUARY 31, 2018
Submit with \$25
Make Corrections
Complete Missing Information

Three horizontal lines for address or identification information.

Name of Owner _____ Phone Number _____

Business Name _____

Mailing Address _____

Physical location in Elizabethtown _____
(If different from Mailing Address)

Do you rent or lease a location in Elizabethtown? YES / NO If Yes, List Landlord's Name & Address Below:

Contact Person _____ Contact Phone Number _____
Federal I.D. Number _____ Type of Business _____

Number of Employees: _____ Do they receive a W2? ___ Do you pay anyone as an Independent Contractor and issue a 1099 at year end? YES / NO

Accounting Period: Calendar Year 2018 Fiscal Year Ending _____

It is understood that the City of Elizabethtown has an Occupational License Fee on Net Profits from business conducted within the city. A minimum license fee must be paid and an annual return filed whether or not the business has shown a profit. It is also understood that the license fee must be withheld from earnings of the employees and remitted to the city quarterly. It is further understood that the City Finance Director has the right to withhold issuance of a business license or revoke a current business license should it come to his attention that the applicant's place of business is in violation of any of the requirements of the City Zoning and Subdivision Ordinance.

Date _____ Owner's Signature _____

Mail to: Director of Finance
P.O. Box 550
Elizabethtown, KY 42702-0550

Please return this copy with your remittance of \$25

Forms available at www.elizabethtownky.org