



# BUSINESS LICENSE APPLICATION HOME BUSINESSES

**FEE SCHEDULE** - Calendar Year (January through December):

**HOME BUSINESSES**                    **\$100.00/yr.**

▶ **PRO-RATION:**

**If initial application is filed:**

July 1<sup>st</sup> or after, the fee is \$50.00

OR

October 1<sup>st</sup> or after, the fee is \$25.00

Date: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

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

Business Type (ex. Corporation, LLC, Sole Proprietor): \_\_\_\_\_

Physical Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
(if different)

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

Business Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_ Website: \_\_\_\_\_

Emergency Phone: \_\_\_\_\_ Emergency Contact: \_\_\_\_\_

\_\_\_\_\_  
Sales Tax No. (if applicable)

\_\_\_\_\_  
Sales Tax Reporting Name (if different than Business Name)

**Note:** *If applicable, a Business License will not be issued without a Sales Tax No.*

Home Businesses requires a copy of the owner's driver's license and/or business card showing the physical address listed above. If you do not have business cards, please check here:

Answer the following if you are located inside the Estes Valley:

- Outside Storage  Yes  No
  - Employee vehicles parked at premises  Yes  No
  - Customers at premises  Yes  No
- if yes, how often/day or week \_\_\_\_\_

**EVDC**  
**Home Occupations**  
**Handout**  
**Received** \_\_\_\_\_ (Initial)

Prior to the license being issued, the Applicant must obtain the following Town signature:



Zoning District: \_\_\_\_\_  
Inside Town Limits

Planning Dept. (Room 210): \_\_\_\_\_  
 Yes  No

I understand that the granting of this Business License is dependent upon me abiding by all regulations of the Municipal Code of Estes Park, Colorado, and that the information stated above is to the best of my knowledge, true and correct.

\_\_\_\_\_  
Applicant's Signature

**Make checks payable to the TOWN OF ESTES PARK and return to: Town Clerk's Office, Town of Estes Park, P. O. Box 1200, Estes Park, CO 80517**