



TOWN OF CLIFTON

Annual Event Vendor (Special Peddler's)

Business License Application and
Agreement \$75.00

Questions Regarding this form? Contact

Town Hall at 928-865-4146

Date:			
	Application Information		
Application Type:	New	Update/Change	Renewal
If Update/Change Please Describe:			
Current List of Events Qualifying For Event Vendor (Special Peddler's) Business License Application & Agreement	San Francisco River Festival – March Chase Creek Street Fair April, May, June, July, Aug, Sept, Oct Colors of Copper – November Festival of Lights – December		
	Business Owner Information		
Applicant/Owner Full Name:			
Applicant/Owner Phone Number:		Applicant/Owner Email Address:	
Applicant/Owner Mailing Address:			
	Business Emergency Contact Information		
Emergency Contact #1 (Name, Phone, Complete Address)			
Emergency Contact #2 (Name, Phone, Complete Address)			

	Business Information			
Name of Business:				
Date Business Began:				
Business Phone Number:				
*Arizona Transaction Privilege Tax Identification No.		Federal Tax ID # (Federal EIN Number if applicable or owner's SSN)		
Character of Business(es)				
Other Agency Permit/Licenses	Greenlee County Health Permit	Other (Please List)	I agree that I will submit up to date permits prior to each event to the Town Clerk Initials:	Vendor/Business Owner is responsible for keeping all applicable permits up to date.

*This information is required prior to the issuance of the Town Business License. Applications may be obtained from the Arizona Department of Revenue.

For Your Reference

- For a complete copy of the Town of Clifton Code pertaining to Business Licensing including fee schedule, visit our website www.cliftonaz.com, or contact Town Hall. You can email the Town Clerk in reference to Business Licenses at businesslicense@cliftonaz.gov.
- Renewal Notices will be sent to the email address provided. Please notify the Clerk's Office if your email address has changed to help avoid any late penalties during renewal time.
- Renewal Notices will only be sent to the mailing address provided, after no response has been received from the email address. Please notify the Clerk's Office if your mailing address has changed to help avoid any late penalties during renewal time.
- The Event Vendor Peddler License is only valid at the above listed public events; additional events may be added. Applicant can contact Town Hall to confirm additional events. The license is not valid as a peddler's license outside of listed events. Applicant will be required to obtain a separate monthly Peddler's license.
- The Event Vendor Peddler License, is a special promotional test trial. The Town of Clifton will only be able to continue this license type with proper compliance from our applicants as well as event organizers.

Business License Checklist

- ☐ **TAX ID NUMBER** - Obtain your Transaction Privilege Tax Number (TPT#) through the State of Arizona. This number is required if your business is selling products or offering taxable services. A separate TPT# is issued for each business owned and operated. Contact the Arizona Department of Revenue to see if your business is in compliance. Apply at www.aztaxes.gov; by calling (602) 542-4576 or 1-800-634-6494; or by emailing uit.status@mail.de.state.az.us.
- ☐ **SUBMIT BUSINESS LICENSE APPLICATION** - Completely fill out the business license application form and submit to the Town Clerk's office by mail or in person, along with payment and copies of additional permits/licenses if applicable.
Mailing Address: PO Box 1415
Clifton, AZ 85533
Physical Address: 510 N. Coronado Blvd
Clifton, AZ 85533
- ☐ **Questions, Updates/Changes, Permits-** Business Owner/Vendor may send information to businesslicense@cliftonaz.gov
- ☐ **FEE** – Applicable Fee
- ☐ **LICENSE ISSUED** - Once all approval and compliance checks have been made by city officials, a license will be mailed to the business at the address noted on the form. Applicant may request to pick up the license once approved.

The Town of Clifton issues the peddler's license only, it is the responsibility of the business owner/vendor to contact the event organizer(s) for vendor registration and requirements. Possession of a Peddler's License does not guarantee a space at any event.

It is the responsibility of the business owner to notify the Clerk's Office regarding any change of business information found on the application form. Please report any changes or closure of your business to the information below.

Licenses issued under the provisions of this article may be suspended or revoked by the Town Clerk, or the Town Clerk may refuse to renew a license, after notice of hearing, for any of the following reasons: Fraud, Misrepresentation of false statement contained in the application for license; Any violation of Title XI Chapter 110 of the Clifton Town Code or the Town Tax Code adopted by Title III Chapter 36 or any other statute, ordinance regulation or other requirement affecting the public peace, health or safety of the citizens of the Town of Clifton. Conducting a trade, business, game or amusement, calling, profession or occupation in violation of Arizona Revised Statutes.

I hereby certify that the statements herein are true and complete and that this business is in compliance with any and all regulations of the described business.

APPLICANT'S SIGNATURE

DATE
