

**CITY OF BRUNDIDGE, ALABAMA BUSINESS APPLICATION 2022**  
**PLEASE RETURN WITH RENEWAL FEES**

(CONFIDENTIAL)

Complete and Mail or Fax to:

**CITY OF BRUNDIDGE**  
**BUSINESS LICENSE DEPARTMENT**  
**P. O. BOX 638**  
**BRUNDIDGE, AL 36010**  
judith@troycable.net  
(334) 735-2385 Fax: (334) 735-5180

Applicant Complete This Box

FEIN \_\_\_\_\_  
ST of Ala Tax # \_\_\_\_\_

Form of Ownership (Check One)

- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> Sole Prop   | <input type="checkbox"/> Partnership         |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Professional Assoc. |
| <input type="checkbox"/> LLC         | <input type="checkbox"/> Other _____         |

*Please Print or Type*

SEE REVERSE SIDE FOR  
INSTRUCTIONS AND FURTHER INFORMATION

APPLICATION TYPE:    NEW    RENEW    OWNER CHANGE    NAME CHANGE    LOCATION CHANGE

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

Trade Name: (If different from above) \_\_\_\_\_

Business Activities (Brief descr. – example, retail clothing sales, wholesale food sales, rental of industrial equip., computer consulting etc.)

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name/Phone # for Contact Person: \_\_\_\_\_ ( ) \_\_\_\_\_

List Names of Owner(s), Partners, or Officers (Attach separate sheet if necessary)

<u>Name</u>	<u>Residence Address</u>	<u>Title</u>
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Date Business Activity Initiated or Proposed in Brundidge: \_\_\_\_\_ # of Employees in Brundidge \_\_\_\_\_

This application has been examined by me and is, to the best of my knowledge, a true and complete representation of the above named entity, and person(s) listed.

Date \_\_\_\_\_ Signature \_\_\_\_\_ Title \_\_\_\_\_

**THIS AREA FOR MUNICIPAL USE ONLY**

ACCOUNT ID # \_\_\_\_\_

REVIEWED BY: \_\_\_\_\_

PHYSICAL LOCATION:    CITY    POLICE JURISDICTION    OUTSIDE CORP LIMITS & PJ

ZONING CLASSIFICATION: \_\_\_\_\_ BUILDING APPROVAL:   YES   NO   N/A   FIRE CODE

TAX TYPES:    SALES/SELLER'S USE    CONSUMER USE    RENTAL    LODGINGS    ALCOHOL  
 OCCUPATIONAL    TOBACCO    GAS/MOTOR FUEL    BUSINESS LICENSE

TAX FILING FREQUENCY:    MONTHLY    QUARTERLY    ANNUAL    OTHER \_\_\_\_\_

BUSINESS TYPE:    RETAIL    WHOLESALE    BUILDING CONTRACTOR    SERVICE    PROFESSIONAL  
 MANUFACTURER    RENTAL    OTHER \_\_\_\_\_

**PLEASE READ THE FOLLOWING INFORMATION CONCERNING THE COMPLETION OF THIS FORM**

- PLEASE COMPLETE ALL AREAS OF THE FORM EXCEPT FOR THE SHADED AREA AT THE BOTTOM.
- FORM SHOULD BE TYPED OR PRINTED LEGIBLY
- FORM SHOULD BE DATED AND SIGNED BY AN OWNER, PARTNER, OR OFFICER OF THE BUSINESS
- FORM WILL INITIATE THE PROCESS FOR REGISTERING YOUR BUSINESS WITH THE MUNICIPALITY

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- ⇒ IF YOUR BUSINESS WILL HAVE A PHYSICAL LOCATION WITHIN THE MUNICIPALITY, PLEASE USE THAT ADDRESS ON THE FRONT OF THIS FORM. (Complete separate forms for each physical location in the city)
- ⇒ AFTER COMPLETING THIS FORM IT CAN BE MAILED, SENT BY FAX, OR WHERE POSSIBLE, SENT BY ELECTRONIC MAIL TO THE MUNICIPALITY.
- ⇒ UPON RECEIPT OF THE COMPLETED FORM, THE MUNICIPALITY WILL PROVIDE ANY ADDITIONAL FORMS AND INFORMATION REGARDING OTHER SPECIFIC REQUIREMENTS TO YOU IN ORDER TO COMPLETE THE LICENSING PROCESS.

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ALL LICENSE RENEWALS ARE DUE JANUARY 1 AND DELINQUENT AFTER JANUARY 31, WITH THE FOLLOWING EXCEPTIONS:

ALCOHOLIC BEVERAGE LICENSE: DUE JANUARY 1, DELINQUENT AFTER JANUARY 15  
INSURANCE COMPANY LICENSE: DUE JANUARY 1, DELINQUENT AFTER MARCH 1

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THIS FORM IS INTENDED AS A SIMPLIFIED, STANDARD MECHANISM FOR BUSINESSES TO INITIATE CONTACT WITH A MUNICIPALITY CONCERNING THEIR ACTIVITIES WITHIN THAT CITY. A BUSINESS LICENSE WILL BE REQUIRED PRIOR TO ENGAGING IN BUSINESS. IF A BUSINESS INTENDS TO MAINTAIN A PHYSICAL LOCATION WITHIN THE CITY, THERE ARE NORMALLY ZONING AND BUILDING CODE APPROVALS REQUIRED PRIOR TO THE ISSUANCE OF A LICENSE.

IN CERTAIN INSTANCES, A BUSINESS MAY SIMPLY BE REQUIRED TO REGISTER WITH THE CITY TO CREATE A MECHANISM FOR THE REPORTING AND PAYMENT OF ANY TAX LIABILITIES. IF THAT IS THE CASE, YOU WILL BE PROVIDED THE MATERIALS FOR THAT REGISTRATION PROCESS.

THE COMPLETION AND SUBMISSION OF THIS FORM DOES NOT GUARANTEE THE APPROVAL OR SUBSEQUENT ISSUANCE OF A LICENSE TO DO BUSINESS. ANY PREREQUISITES FOR A PARTICULAR TYPE AND LOCATION OF THE BUSINESS MUST BE SATISFIED PRIOR TO LICENSING.

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SHOULD THERE BE ANY QUESTIONS CONCERNING THE COMPLETION OF THIS FORM OR THE LICENSING AND/OR REGISTRATION PROCESS, PLEASE CALL THE NUMBER ON THE FRONT OF THIS FORM TO OBTAIN MORE DETAILED EXPLANATION.