



BUSINESS INFORMATION

Business Status (check all that apply): <input type="checkbox"/> New Business <input type="checkbox"/> Location Change <input type="checkbox"/> Name Change <input type="checkbox"/> Ownership Change			
Business Name:			
Business Address:			
City:	State:	ZIP Code:	Local Business Phone:
Mailing Address:			
City:	State:	ZIP Code:	Corporate Business Phone:
Business Email:		Business Website:	

BUSINESS DESCRIPTION

Nature of Business: <input type="checkbox"/> Manufacturing <input type="checkbox"/> Retail <input type="checkbox"/> Services <input type="checkbox"/> Food Service (include copy of Utah County Health Permit) <input type="checkbox"/> Wholesale <input type="checkbox"/> Mobile Vendor <input type="checkbox"/> Other: _____
Describe your business and how the property will be used. Please be specific.
Will any of the following be a part of the business? <input type="checkbox"/> Beer or Liquor Sales (If yes, you will need a Vineyard Alcohol License.) <input type="checkbox"/> Door-to-Door Sales (If yes, you will need a Vineyard Solicitor's License.) <input type="checkbox"/> Mobile Food (Food Truck) If yes, see the Food Truck Packet for more information. <input type="checkbox"/> E-liquid Manufacturing, Tobacco, ENDS, E-cigarette and/or Paraphernalia Sales (If yes, you will need a State Tobacco License.)
Will your business produce, store, or use significant quantities of any toxic, explosive, or dangerous chemicals, liquids, or materials? <input type="checkbox"/> Yes <input type="checkbox"/> No
Number of employees at the location: _____ (if you are the owner, do not count yourself.)
Will you be holding a Grand Opening? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list the estimated date of the event: _____ Would you like this event promoted on the Vineyard Facebook page? <input type="checkbox"/> Yes <input type="checkbox"/> No
In accordance with Vineyard Municipal Code, any towing or parking enforcement company that you contract with must be certified by the city. Do you intend to contract for towing/parking enforcement services? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you already have a contract with a towing company? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach name and contact information to this Application. Vineyard staff will verify that the business has a Towing/Parking Enforcement Certificate.

OWNER AND MANAGER INFORMATION

Business Owner:	
Phone:	Email:
Business Manager:	
Phone:	Email:

FEDERAL AND STATE INFORMATION

<p>State numbers can be obtained by logging on to osbr.utah.gov (OneStop Business Registration). The OneStop Business Registration application will notify you if you need to obtain a federal Employer Identification Number (EIN). To apply for an EIN, go to https://www.irs.gov/businesses/small-businesses-self-employed/employer-id-numbers-eins. All entities other than an individual/sole proprietor will need an EIN. All employers, including an individual/sole proprietor, will need an EIN. If you are a sole proprietor with no employees, write N/A.</p>		
<p>State Registration: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability (LLC) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> DBA</p>		
State Sales Tax #:	EIN:	
State Business Registration/Entity Number:		
State License/DOPL Type (if any):	Number:	Expires:
Federal License Type (if any):	Number:	Expires:

LICENSE AND FEE INFORMATION

<p>License Period is January 1st through December 31st. License renewals are due December 31st. Complete applications received after July 1st will be charged half the annual fee.</p>	
TYPE OF BUSINESS	ANNUAL LICENSE FEE
Industrial, Manufacturing, & Distribution	\$250
Restaurant/Food Related	\$190
Retail	\$215
Service Related	\$75
Mobile Food Business	\$25 per food truck
Itinerant Merchant (90-day maximum)	\$30
Solicitor (submit Solicitor's License Application)	\$30

ADDITIONAL REQUIREMENTS

In addition to this Application, please submit the following to Vineyard:

- TSSD Pretreatment Survey
- Copy of any necessary federal, state or county permit or license

You will also need a fire inspection. Please see the Fire Inspection Letter for information on how to schedule the inspection.

By signing below, I certify that the information contained herein is true and correct. I understand that business shall not commence at this location without first obtaining a business license, and if needed, inspections by the fire inspector and Utah County Health Officials, which must first be completed and the building approved by these officials for business activities.

Signature of Business Owner

Printed Name of Business Owner

Date

The authority to regulate businesses in Vineyard is provided in the Vineyard Municipal Code Title 5 Business Licenses and Regulations which is available for review online at www.vineyardutah.org.

Revised November 2018