



Master License Service
 Department of Licensing
 PO Box 9034
 Olympia WA 98507-9034
 Telephone (360) 664-1400

UBI
Owner Name

City Business License Addendum

SIDE A: For A Business Location Inside City Limits

This form must be submitted with a completed Master Business Application form and required fees.

Instructions:

1. Complete Side A of this form to apply with a city where your business is physically located inside city limits. Submit a separate application for each physical location if you have more than one.
2. Complete Side B of this form to apply with other cities to which you will travel to conduct business.
3. In Section 2 of the Master Business Application, write the city name and fee for the city you select below.
4. Complete a separate Master Business Application and City Addendum form for each physical business location.

Please Note:

- City licenses must be approved by the city before business may begin. City Land Use, Building and Fire codes and ordinances may be applicable. Contact each city directly for more information.
- You must apply for business licensure directly with cities not listed on this form. Contact the Master License Service regarding City of Richland.

A Complete this section for a city license where your business is located inside city limits.

1. Please indicate the city where your business is physically located (select only one):

<input type="checkbox"/> Anacortes \$30	<input type="checkbox"/> Issaquah \$60	<input type="checkbox"/> Sammamish \$15	<input type="checkbox"/> Sultan \$75
<input type="checkbox"/> Bellevue \$28	<input type="checkbox"/> Lake Stevens \$25	<input type="checkbox"/> Skykomish \$25	<input type="checkbox"/> Sumner \$40
<input type="checkbox"/> Covington \$35	<input type="checkbox"/> Marysville \$50	<input type="checkbox"/> Spokane Valley \$13	<input type="checkbox"/> Tumwater \$50
<input type="checkbox"/> Duvall \$55	<input type="checkbox"/> Monroe \$50	<input type="checkbox"/> Stanwood \$35	<input type="checkbox"/> Zillah \$50
<input type="checkbox"/> Gig Harbor \$20			

2. First date of business in the city selected: _____

3. Have you ever held a business license in the city you selected above?..... Yes No
 If yes, note the city license number of your previous business (if known): _____

4. Will you use or store any hazardous or flammable materials at this location?.... Yes No

5. Are you conducting the business from your residence?..... Yes No
Some cities have special home occupation regulations, please contact the city for more information.

6. Square feet of floor space utilized by your business at this location: _____

7. Give the name and phone number of two after-hours Emergency Contact persons for this business location:

Name: _____ Phone Number (_____) _____ - _____

Name: _____ Phone Number (_____) _____ - _____

8. Are you applying as a nonprofit organization?..... Yes No
 If yes, attach a copy of your IRS nonprofit certificate issued under section 501(c) of the IRS code.

9. Are you a general or specialty construction contractor?..... Yes No
 If yes, provide the Dept. of Labor & Industries registration number (if known): _____

10. Mark any of the following activities that will be conducted at or from this business location:

<input type="checkbox"/> Sexually Oriented Business	<input type="checkbox"/> Charging Admission	<input type="checkbox"/> Amusement Devices / Arcades
<input type="checkbox"/> Adult Entertainment	<input type="checkbox"/> Taxi or For Hire Service / Dispatch	<input type="checkbox"/> Ambulance Service / Dispatch
<input type="checkbox"/> Gambling	<input type="checkbox"/> Utility (telephone/cellular/ISP, cable, gas, electric, garbage)	



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SIDE B: For A Business Location Outside City Limits (Non-Resident)

This form must be submitted with a completed Master Business Application form and required fees.

Please Note:

- Read the instructions on Side A of the form before completing this page.
- Select cities from the list below to which you will travel to conduct business. Use the other side of this form to apply for the city license for the city in which your business is physically located.
- You must apply for business licensure directly with cities not listed on this form. Contact the Master License Service regarding the City of Richland.
- In Section 2 of the Master Business Application, write the city name and fee for each city you selected below.

B Complete this section for city licenses with no physical location inside the city limits.

1. From the cities noted below, list all the cities where you will travel into to conduct business.

- | | | | |
|-----------------------|--------------------------|----------------------------|----------------------|
| Anacortes \$30 | Gig Harbor \$20 | Sammamish \$15 | Sultan \$75 |
| Bellevue \$28 | Issaquah \$60 | Skykomish \$25 | Sumner \$40 |
| Covington \$35 | Lake Stevens \$25 | Spokane Valley \$13 | Tumwater \$50 |
| Duvall \$55 | Marysville \$50 | Stanwood \$35 | Zillah \$50 |

City name	First date of business	Previous city license number (if known)	Fee amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total due for non-resident cities			\$

2. Are you applying for your business as a nonprofit organization?..... Yes No
 If yes, attach a copy of your IRS nonprofit certificate issued under section 501(c) of the IRS code.
3. Are you a general or specialty construction contractor?..... Yes No
 If yes, provide the Dept. of Labor & Industries registration number (if known): _____
4. Do you provide utility service (telephone/cellular/ISP, cable, gas, electric, garbage)?..... Yes No