



2019

# Home Occupation Business License Application

15728 Main Street, Mill Creek, WA 98012

Phone 425-745-1891

[www.cityofmillcreek.com](http://www.cityofmillcreek.com)

Business Name \_\_\_\_\_ Owner Name \_\_\_\_\_

Business Location Address \_\_\_\_\_ Mill Creek WA 98012  
City State Zip

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

Email Address \_\_\_\_\_

Washington State Tax ID Number (UBI) \_\_\_\_\_ Local Business Phone \_\_\_\_\_

NOTE: You need to register your business with the State of Washington. Contact the Department of Revenue at 425-984-6400 to register or with questions.

Description of Business \_\_\_\_\_

Do you intend to peddle your services inside the city limits? (i.e., door-to-door advertising)  Yes  No If yes, then a peddler's information form is required. Please contact City Hall at 425-745-1891 to obtain the form or visit the City's website at [www.cityofmillcreek.com](http://www.cityofmillcreek.com).

<i><b>This section must be filled out completely and is applicable to ALL businesses</b></i>		
Annual Fee	<b>Annual Fee \$25.</b> The \$25 Annual Fee is due January of every year. The first year of business the total will be the annual fee plus the applicable one-time fee listed below is due.	<u>\$ 25.00</u>
Group A <input type="checkbox"/>	<b>One-time Fee \$50.</b> Group A Home Occupations have only employees who reside at the residence working at the home occupation – no outside employees.	\$ _____
Group B <input type="checkbox"/>	<b>One-time Fee \$100.</b> Group B Home Occupations may have no more than one employee who does not reside at the residence working at the home occupation.	\$ _____
<b>TOTAL:</b>		\$ _____

In issuing a business license, the City of Mill Creek makes no representation that the business is in compliance with City or state laws and regulations. It is the responsibility of the business owner to investigate, maintain and ensure compliance with all applicable laws and regulations. Home Occupation Business Licenses are valid only for the calendar year in which they are issued (January-December) and must be **renewed annually**. Licenses will be issued within approximately 30 days.

I hereby certify that the statements and information above are true and complete to the best of my knowledge and that **I have read, understood, and agree to comply with the home occupation standards (MCMC Chapter 17.23, which are attached)**. I acknowledge that the statements and information furnished on this application are of public record and are available for public inspection pursuant to RCW CH.42.56.

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

**For Office Use Only:** Business License # \_\_\_\_\_

Customer # \_\_\_\_\_ Prepared by \_\_\_\_\_

Check # \_\_\_\_\_ Mailed \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

Zoning

Approve

Deny

Date \_\_\_\_\_

Initials \_\_\_\_\_