



TOWN OF PIKE ROAD

9575 VAUGHN ROAD

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PIKE ROAD, AL 36064

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2011 MUNICIPAL LICENSE APPLICATION & RENEWAL

Greetings:

The Town of Pike Road welcomes you and your business to our town. According to **Ordinance 2007-0142 of the Town of Pike Road** and section 11-51-90, of the Code of Alabama, 1975, all businesses conducting business within the Town of Pike Road and its Police Jurisdiction are required to purchase a business license. All license renewals are due January 1st and delinquent after January 31st or penalties will apply.

Contractors must send a copy of current State contractors license, and any certification pertinent to your field. License fee for contractors should also include ½ of 1% (.005) of all work not previously permitted during the 2010 year.

Businesses engaged in the **sale of alcohol** must submit current state ABC License or application for review and approval, along with a list of suppliers.

Restaurants and/or food sales businesses should include a copy of Health Department Certificate and a list of suppliers.

Delivery -If your business has no physical location within the Town of Pike Road and you conduct no other business other than delivery of merchandise and performing the requisite set-up and installation of said merchandise you may qualify for a "Delivery Only" License. One determining factor is that sales for Pike Road must have been **less than \$75,000** for 2010. Contact our office for more information.

*******In addition, all goods sold or shipped into the Town of Pike Road are subject to the 2.25% sales tax. The total sales tax within the Town of Pike Road with the State and County tax is 8.75%. The Pike Road portion is collected by the Alabama Department of Revenue. The Police Jurisdiction extends 1.5 miles beyond the town limit and the applicable sales tax is 1.13%. Please see a map of town on website or call town hall for clarification.

License category and fee schedule information can be found on the reverse side of the enclosed application. Please complete and return along with your check before January 31, 2011.

We look forward to working with you and if we can ever be of assistance please call
334-272-9883 or fax 334-272-9884.

Visit us on the web at www.pikeroad.us

PLEASE READ THE FOLLOWING INFORMATION CONCERNING THE COMPLETION OF APPLICATION

- **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 APPLICATION. (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.**

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

INSURANCE COMPANY LICENSE: DUE JANUARY 1, DELINQUENT AFTER MARCH 1

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.

SHOULD THERE BE ANY QUESTIONS CONCERNING THE COMPLETION OF THIS FORM OR THE LICENSING AND/OR REGISTRATION PROCESS, PLEASE CALL THE TOWN HALL AT 334-272-9883 TO OBTAIN A MORE DETAILED EXPLANATION, OR SEND EMAIL TO licenseclerk@pikeroad.us