CITY of DUNDEE Oregon

(For Office Use Only)

Permit No. _____

Expires _____

CITY OF DUNDEE BUSINESS LICENSE APPLICATION

*Regulated by DMC 5.04 – Business Licenses

Please Check One: ☐ New Commercial Business ($45.00)[1] ☐ Commercial Renewal ($45.00)[1] ☐ Vacation Home Rental ($45.00)[2]
☐ Home Occupation ($45.00)[2] ☐ Bed and Breakfast ($45.00)[2]

[1] Charges for Multiple Business and/or Partnerships may differ. [2]Requires Land Use approval prior to issuance of a license.

*Late Fees will begin accumulating if annual business license is not renewed by January 31st of each year.

Section 1. General Information

Name of Business: _____

Business Location: _____

Mailing Address: _____

Business Telephone Number: _____ Secondary Number: _____

Email Address: _____ Website: _____

Nature of Business: _____ Number of Employees _____

Section 2. This Section for Home Occupations only

*Land Use approval is required.

Home occupations may be allowed as an accessory use on any property where there is a residence, subject to certain standards and restrictions. On a separate sheet of paper, please address each item specified in Section 17.203.090 of the Dundee Municipal Code and return it with this application.

Land Use Approval File No. _____ Date Approved _____

Approval for the use will remain in effect so long as the business license is renewed each year. Failure to renew will necessitate a new land use approval. Any home occupation which does not comply with the requirement of this Section and the provisions of the underlying district shall be a violation of this Ordinance and shall be subject to the penalties and remedies of Subsection 17.105.010 of the Dundee Municipal Code.

Section 3. Hazardous Materials

Does your business involve the storage or use of any flammable materials or supplies? ☐ Yes ☐ No

If the answer is yes, provide the name(s) of each material and the quantity kept at the business site. Please put an asterisk (*) next to each of these products or materials (if any) that are classified as hazardous, toxic, or explosive by the US Department of Commerce or the Oregon State Fire Marshall's office.

Material Name	Amount on Premise

Section 4. Owner Information

_____ (Please Initial) **I am submitting the information below on the condition that the City of Dundee keep it confidential to the fullest extent of the law.**

Owner's Name: _____ Phone Number: _____

Owner's Address: _____

Driver's License Number: _____ State _____

Manager's Name: _____ Phone Number: _____

Driver's License Number: _____ State _____

Number of Employees: _____ Is business protected by Alarm System? ☐ Yes ☐ No Permit Number: _____

Emergency Contacts:

#1. _____ Phone Number: _____

#2. _____ Phone Number: _____

#3. _____ Phone Number: _____

I, _____ will conduct business as described in this application during the year, or partial year, for which the business license is hereby applied for in conformity with all laws of the State of Oregon and the Ordinances of the City of Dundee. I HEREBY CERTIFY THAT ALL INFORMATION IS TRUE, CORRECT AND COMPLETE TO THE BEST OF MY ABILITY.

Signed _____

Date _____

Approved ☐ Yes ☐ No Initials _____ Date _____ Comments _____