

HAINES BOROUGH
P.O. BOX 1209
HAINES, ALASKA 99827

PHONE: 907-766-6406
FAX: 907-766-2716

HAINES BOROUGH BUSINESS LICENSE APPLICATION

This license is required of all "sellers" doing business within the Haines Borough who:

- (1) Perform services, whether in conjunction with the sale of goods or not; this does not include services rendered by an employee to an employer.
- (2) Make sales to a buyer or consumer within the Borough online, by mail or by representative.
- (3) Maintain any office, distribution, sales house, warehouse or any other place of business, or solicit business or receive orders through any agent, sales person or other type of representation within the borough.
- (4) Rent or lease property, either real or personal.
- (5) Are Itinerant Business Merchants. (Required to deposit a \$250.00 cash bond with Borough Clerk.)

This application form must be filed with the Haines Borough office before engaging in any retail sales, rent collection or performance of services. A "Seller" is defined as "every person making sales to a buyer or consumer, renting or leasing property, either real or personal, or performing services for consideration" (HBC 3.80.020).

BUSINESS NAME: _____

OWNER/OPERATOR: _____

EMAIL for person filing sales tax returns: _____ **DATE BUSINESS ACTIVE:** _____

PLEASE NOTE: SALES TAX REPORTING IS MANDATORY

FILING OF SALES TAX RETURNS WILL BE: MONTHLY QUARTERLY *ANNUAL

*ONLY MARK "ANNUAL" IF ALL SALES ARE EXEMPT FROM SALES TAX - NOTE: AN ANNUAL RETURN IS REQUIRED

****PHYSICAL LOCATION:** _____ **MAILING ADDRESS:** _____

PHONE: (Business) _____
Type of Business _____
St. Alaska Business License: # _____

CELL: _____
St. Alaska Activity Code: _____
(two digits)

SIGNATURE: _____ **DATE:** _____

FEE: A fifty (\$50.00) dollar payment is required at the time of registration, which is valid for two years; the remainder of the calendar year in which you apply and all of the following year. Thereafter a registration renewal fee of \$50.00 dollars will be required biennially by March 1st following the year of expiration. New registrations shall be automatically mailed to businesses that are current in remitting the registration fee, sales tax and reports through December of the previous year.

****CHECK WITH THE PLANNING & ZONING DEPT., AT 766-6400 REGARDING POSSIBLE ZONING REQUIREMENTS OR RESTRICTIONS RECOMMENDED WITHIN THE TOWNSITE.**
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FOR OFFICE USE ONLY:

Issued By: _____ **Date of Issue:** _____

License # _____ **Method of Payment** _____