

City of Westover (9765)
Business License Fee Schedule
including General Information/FAQs



**Thank you for doing business in
the City of Westover.**

All businesses operating in the city limits or police jurisdiction of the City of Westover must purchase an annual business license prior to the commencement of business.

How to file:

- **Preferred Method:** To remit payment online: Go to <https://rds.bizlicenseonline.com/>. Complete a simple registration, file and pay online. Any required certifications can be emailed to bizlicensesupport@revds.com.
- To remit payment by form: Complete the Business License Application located [here](#). For your convenience this form can be completed electronically with Adobe Reader, or printed then manually completed.

Make your check payable to Tax Trust Account and mail to RDS, Business License Department, P.O. Box 830900, Birmingham, AL 35283-0900. Be sure to enclose any required certifications with your payment.

Click on the following (or scroll to the bottom of the document) to see more information on the following topics:

- ✦ [Calculation](#)
- ✦ [Certification](#)
- ✦ [Gross Receipts, Definition of](#)
- ✦ [Location Specific, Definition](#)
- ✦ [New Business Information](#)
- ✦ [Police Jurisdiction \(PJ\), Definition and Rate of](#)
- ✦ [Penalty and Interest, Rate of](#)
- ✦ [Posting of License](#)
- ✦ [Transfer of License information](#)
- ✦ [Type of License](#)
- ✦ [Zoning](#)

File online:

<https://rds.bizlicenseonline.com/>

- Free • Fast • Secure • Step-by-Step•

**Important facts to know when
completing your business license:**

License Due Date: Renew annually on January 1st.

License Delinquent Date: Licenses are considered delinquent after January 31st.

License Expiration: All licenses (except temporary licenses) expire December 31st.

To prevent a delay in the issuance of a license, please note the following:

- Gross-based schedules must report gross receipts for the previous year. For more details, click on "Gross Receipts" in the gray box to the left.
- Unit-based schedules must provide the number of units. Units may refer to number of employees, square footage, vehicles, days, agents, etc. See fee schedule for details for each business type.
- Schedules that indicate certification is required must have a copy of the certification submitted with the application.

Customer Service



Toll Free Phone: 800.556.7274
Toll Free Fax: 844.528.6529
Se habla español.



Email: bizlicensesupport@revds.com
Website: www.revds.com



Remit to address:
RDS-Business License Department
PO Box 830900
Birmingham, AL 35283-0900

Make checks payable to "Tax Trust Account"

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
721.01	Flat	Accommodations – bed and breakfast inns and services	\$300.00
721.00		Accommodations – hotels, motels and similar facilities must also purchase 721.05	M
721.05		Accommodations – hotels, motels and similar facilities must also purchase 721.00	M
721.04	Flat	Accommodations – public parking garages & parking lots	\$25.00
721.03	Flat	Accommodations – rooming houses and boarding houses	\$50.00
721.02	Units	Accommodations – trailer parks, RV parks, and travel parks,	\$100 plus \$10 per space over 5
541.00	Flat	Accountant/CPAs – individual and/or firm professional license Must Provide Board Certification: Public Accountancy Board	\$200.00
926.00		Administration of Economic programs	
924.00		Administration of Environmental Quality Programs	
925.00		Administration of housing, urban, comm..	
923.00		Administration of human resource programs	
561.07	Flat	Administrative services – advertising agencies, direct advertising using vehicle on public street	\$250.00
561.06	Flat	Administrative services – answering, employment, office, secretarial, travel, accounting/bookkeeping, tax services, coffee & tea delivery, drafting (with no registered engineer)	\$100.00
561.08	Flat	Administrative services – collection, detective & investigation, security alarm, security guard & patrol	\$100.00
115.00	Flat	Agriculture support – cotton gins, farm mgt, post-harvest activities, feed/ seed/grain	\$25.00
481.00	Gross	Air transportation – airline tickets, shipping, freight, charters service,	R
621.03	Flat	Ambulance – ambulance company and/or services Must Provide Board Certification: Alabama EMSP Licensure	\$100.00
713.00	Flat	Amusement – amusement centers, game centers, arcades, For pool halls and amusement devices, See 910	\$100.00
713.02	Gross	Amusement – ice skating or roller skating rinks, golf course/driving range, fitness, gym, bowling, other	R
713.03	Gross	Amusement – theme parks, activity centers	R
112.00	Flat	Animal Production – dairy, cattle, ranching, sheep, chickens, poultry	\$100.00
315.00	Gross	Apparel manufacturing – women, men, children, hosiery, lingerie outerwear, accessories	P
335.00	Gross	Appliance manufacturing – small appliance, lighting, electrical, battery, freezer	P
541.01	Flat	Appraisers – individual and/or firm professional license Must Provide Board Certification: Alabama Real Estate Appraisers Board	\$200.00
541.02	Flat	Architect – individual and/or firm professional license Must Provide Board Certification: Architects Registration Board	\$200.00
711.00	Gross	Arts and spectator sports – dance, musical, teams, tracks, promoters, agents	R
541.03	Flat	Attorney/Lawyers – individual and/or firm professional license Must Provide Board Certification: Alabama State Bar	\$200.00
541.04	Flat	Auditors – individual and/or firm professional license	\$200.00
522.01	State Law	Bank Branch or ATM – not main office of bank	B

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
522.00	State Law	Bank Main Office – not branch location or ATM	B
312113.00	Flat	Beer, Wine &/or Liquor Manufacturing or Importer Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$200.00
312112.00		Beer, Wine &/or Liquor Special Events – must also purchase beer on/off premise, wine on/off premise limit for 7 days Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	A
312111.00	Flat	Beer, Wine &/or Liquor Warehouse Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$200.00
312110.00	Flat	Beer, Wine &/or Liquor Wholesaler Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$200.00
312050.00	Flat	Beer-off premise Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$50.00
312040.00	Flat	Beer-on/off premise Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$75.00
312.01	Gross	Beverage & tobacco manufacturing – alcoholic beverages Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	P
312.00	Gross	Beverage & tobacco manufacturing – soft drinks, bottled water, ice, tobacco	P
541.19	Gross	Billboards – using, leasing, or supplying billboards for advertising	O
523.01	Flat	Bonding company or agent – appearance or appeal bonds	\$75.00
523.02	Flat	Bonding company or agent – surety or fidelity bonds	\$50.00
515.00	Gross	Broadcasting – radio and television stations	R
444.00	Gross	Building materials and gardening equipment dealers – hardware, paint, wallpaper, carpet, flooring, rugs, windows, curtains & blinds sales& installation, plant nursery, plumbing or gas supply	R
444.01	Gross	Building materials and gardening equipment dealers – home center, nursery, lumber, ready- mixed concrete, brick, tile, concrete blocks, other	R
910.02	Units	Category for number of – amusement devices and/or games	\$50.00 each device
920.00	Units	Category for number of – employees as a basis for calculating license	V
910.01	Units	Category for number of – pool tables,	\$50.00 each table
930.00	Units	Category for number of – square feet used for calculating license amount	W
910.00	Units	Category for number of – vending machines for all types vending	N
722.02	Flat	Caterers – and/or mobile food services for special event, see schedule S Must Provide Board Certification: Department of Health Permit	\$100.00
522.06	Flat	Check cashing services	\$100.00
325.00	Gross	Chemical manufacturing – of fertilizer, wood, pesticide, paint, soap, and resin	P
541.07	Flat	Chiropodist – individual and/or firm professional license Must Provide Board Certification: Alabama Board of Medical Examiners/Medical Licensure Commission of Alabama	\$200.00
541.06	Flat	Chiropractor – individual and/or firm professional license Must Provide Board Certification: Chiropractic Examiners Board	\$200.00
448.00	Gross	Clothing & accessories – men, women, children, infant, shoe, jewelry, fabric & sewing notions	R
312032.00	Flat	Club Liquor Class I non-profit must also purchase beer on/off premise, wine on/off premise, and applicable drinking establishment license 722.04 Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$500.00

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
312032.01	Flat	Club Liquor Class II for Profit - must also purchase beer on/off premise, wine on/off premise, and applicable drinking establishment license 722.04 Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$500.00
334.00	Gross	Computer & electronic manufacturing – audio, video, circuit boards, peripherals	P
541.08	Flat	Computer Programmer – individual and/or professional firm license	\$100.00
236.01	Flat	Construction – general contractors, developers, builders – residential Must Provide Board Certification: Alabama Licensing Board for General Contractors/Home Builders Licensure Board	\$200.00
236.00	Flat	Construction – general contractors, developers, builders –non residential Must Provide Board Certification: Alabama Licensing Board for General Contractors/Home Builders Licensure Board	\$300.00
238.18	Flat	Construction – subcontractors, non-residential	\$10.00
561.02	Flat	Construction Services - new construction clean up	\$100.00
236.02	Flat	Contractors – general contractors, home remodeling & improvement	\$100.00
237.00	Gross	Contractors – heavy construction, highway, bridge, street, water, sewer	H
238.15	Flat	Contractors – specialty trade – building equipment & mechanical install, elevator install	\$100.00
238.06	Flat	Contractors – specialty trade – carpentry & framing	\$100.00
238.09	Flat	Contractors – specialty trade – concrete & paving	\$100.00
238.04	Flat	Contractors – specialty trade – drywall, plaster, acoustical & insulation	\$100.00
238.02	Flat	Contractors – specialty trade – electrical contractors Must Provide Board Certification: Alabama Electrical Contractors Board	\$100.00
238.13	Flat	Contractors – specialty trade – excavation and site development, hauling	\$100.00
238.07	Flat	Contractors – specialty trade – floor coverings/all types	\$100.00
238.12	Flat	Contractors – specialty trade – glass and glazing contractors	\$100.00
238.17	Flat	Contractors – specialty trade - heating & air conditioning Must Provide Board Certification: Alabama Board of Heating & Air Conditioning & Refrigeration Contractors	\$100.00
238.03	Flat	Contractors – specialty trade – masonry and stone contractors	\$100.00
238.01	Flat	Contractors – specialty trade – painting and wall covering	\$100.00
238.00	Flat	Contractors – specialty trade – plumbing Must Provide Board Certification: State of Alabama Plumbers and Gas Fitters Examining Board	\$100.00
238.08	Flat	Contractors – specialty trade – roofing, siding & sheet metal	\$100.00
238.11	Flat	Contractors – specialty trade – structural steel erection	\$100.00
238.05	Flat	Contractors – specialty trade – tile, marble, terrazzo & mosaic	\$100.00
238.10	Flat	Contractors – specialty trade – water well drilling & irrigation	\$100.00
238.14	Flat	Contractors – specialty trade – wrecking and demolition	\$100.00
238.16	Flat	Contractors – specialty trades contractors- other non-general & non-heavy	\$100.00
492.00	Flat	Couriers – couriers and local messenger services, local delivery services	\$100.00

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
522.07	Flat	Credit services – companies and activities related to credit and mediation	\$100.00
999.99	Gross	Delivery	See Section 21
541.05	Flat	Dentist – individual and/or firm professional license Must Provide Board Certification: Board of Dental Examiners of Alabama	\$200.00
722.04	Gross	Drinking Establishment – club, lounge, bar or other for alcoholic beverages, see schedule A Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	R
611.03	Flat	Educational services – private schools, kindergarten through high school	\$100.00
611.02	Flat	Educational services – services, cosmetology, flight, fine arts, other	\$100.00
611.01	Flat	Educational services – sports, dancing, gymnastics, baton, martial arts	\$100.00
611.00	Flat	Educational services – technical or trade, computer, business	\$100.00
443.01	Gross	Electronic & appliance store – computers	R
443.00	Gross	Electronic & appliance store – household, radio, stereo, television	R
541.09	Flat	Engineer – individual and/or firm professional license Must Provide Board Certification: Engineers & Land Surveyors Professional Licensure Board	\$200.00
561.00	Flat	Exterminating services – exterminating company and its services Must Provide Board Certification: Department of Agriculture and Industries	\$100.00
111.00	Flat	Farming and Crop Production – agriculture, crop production, nursery, fruit, growers,	\$100.00
114.00	Flat	Fishing & hunting – hunting and trapping, finfish, shellfish, supplies,	\$100.00
445.00	Gross	Food & beverage stores – grocery, convenience store, markets, bakery for alcoholic beverages, see schedule A	R
445.01	Gross	Food & beverage stores – produce sales & delivery	R
311.00	Gross	Food manufacturing – meat, seafood, grain, fruit, dairy, animal, poultry processing	P
113.00	Flat	Forestry – logging, forestry, timber track operations, timber mgt,	\$100.00
812.11	Flat	Fortune Teller or Clairvoyant – palm reader, adviser, psychic, individual reader license	\$500.00
525.00	Flat	Funds, trusts, other financial agencies – Funds, plans, and/or programs organized to pool securities or other assets for others, other than the Alabama Municipal Funding Corp	\$100.00
337.01	Gross	Furniture manufacturing – cabinets, woodworking	P
337.00	Gross	Furniture manufacturing – office, household, beds, kitchen	P
442.00	Gross	Furniture store – furniture, home furnishings	R
447.00	Units	Gasoline Retail - service station, retail dealer selling gasoline & oil with or without convenience stores	G
452.00	Gross	General merchandise stores – department, warehouse clubs, superstores	R
446.00	Gross	Health and personal care stores – drug, pharmacy, cosmetic, health food, \$75	R
446.01	Gross	Health and personal care stores – optical lens & frame sales & supplies, nursing/medical supplies	R
621.00	Gross	HMO – medical centers and services	R
622.00	Gross	Hospitals – surgical, substance abuse, psychiatric, general care, special,	R

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
519.00	Gross	Information services and data processing – providing, storing, processing, access to information, directories	R
524.02	State Law	Insurance adjuster	I
524.00	State Law	Insurance company – fire and marine	I
524.01	State Law	Insurance company – health, allied and all other	I
516.00	Flat	Internet publishing & broadcasting	\$100.00
519.01	Gross	Internet service providers – internet serve providers, web hosting, email, web design	R
561.01	Flat	Janitorial firm – janitorial cleaning services – individual or firm, carpet/rug/mattress cleaning, chimney service, maid, smoke	\$100.00
561.03	Flat	Landscaping Services - gardener, lawn service, fertilization & care, tree surgeon	\$100.00
561.05		Landscaping Services - general yard work - full-time students and retirees maintaining three or fewer yards per week with no employees	Exempt
561.04	Flat	Landscaping Services - general yard work, grass cutting & trim only	15.00
316.00	Gross	Leather and allied products manufacturing – shoes, luggage, handbag, related products, all footwear	P
312032.03	Flat	Lounge Retail Liquor Class II - must also purchase beer off premise, wine off premise, and applicable drinking establishment license 722.04 Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$500.00
312032.02	Flat	Lounge retail Liquor Class I - must also purchase beer on/off premise, wine on/off premise, and applicable drinking establishment license 722.04 Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$500.00
333.00	Gross	Machinery manufacturing – office machinery, industrial, engines, farm, HVAC	P
551.00	Flat	Management companies – offices, enterprises, regional, corporate	\$100.00
621.02	Flat	Massage therapy – licenses massage therapist, in conjunction with licensed exercise facility or with a medical referral	\$75.00
621.04	Flat	Medical/diagnostic – medical labs, diagnostic imaging	\$100.00
332.00	Gross	Metal fabrication – cutlery, structural, ornamental, machine shops	P
332.01	Gross	Metal fabrication – welding shops	P
212.00	Gross	Mining - (except for oil and gas) all related mining activities,	R
213.00	Flat	Mining support services – for oil and gas mining activities, oil/gas wells,	\$ 100.00
339.00	Gross	Miscellaneous manufacturing – medical, dental, jewelry, sporting goods, toys, signs, all other	P
453.04	Gross	Miscellaneous retailers – adult book or novelty	R
453.03	Flat	Miscellaneous retailers – fireworks, after State approval	\$250.00
453.07	Gross	Miscellaneous retailers – florist, card, gift, novelty, pets, art, tobacco, business machines and equipment, ceramics, pottery, baskets, dairy sales & delivery, cleaning products & insecticides, electrical, meat, millinery, photographic supplies/developing and cameras, sewing machine, swimming pools & spas, telephones, other	R
453.01	Gross	Miscellaneous retailers – propane/butane/methane sales & tank rentals	R
453.05	Gross	Miscellaneous retailers – salvage yard/junk yard See § 24 for special requirements	R
453.02	Gross	Miscellaneous retailers – steel & metal products, pipes & tubing,	R

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
453.06	Gross	Miscellaneous retailers – video sales	R
441.05	Gross	Mobile home/manufactured housing - sales & service	R
512.00	Gross	Motion pictures – theaters, videos, recording, drive-ins, sound studios	R
441.00	Gross	Motor vehicle parts and accessories – tires (other than service station), parts, accessories	R
441.03	Gross	Motor vehicles - boats and accessories, camper trailers Must Provide Board Certification: Revenue Department - Regulatory License	R
441.01	Gross	Motor vehicles - new – automobiles, motorcycles, etc. – dealerships and lots Must Provide Board Certification: Revenue Department - Regulatory License	R
441.02	Gross	Motor vehicles - used – automobiles, motorcycles, etc. – dealerships and lots Must Provide Board Certification: Revenue Department - Regulatory License	R
441.04	Gross	Motorized equipment - heavy equipment, tractors, accessories	R
712.00	Gross	Museums – museums and historical sites, zoos, botanical gardens, parks	R
928.00		National Security and International Affairs	
522.04	Flat	Nondepository credit – finance or mortgage loan company	\$100.00
327.00	Gross	Nonmetallic manufacturing – clay, glass, cement, lime, pottery, ceramic, brick, tile	P
454.02	Flat	Non-store retailers – firewood	\$10.00
454.01	Flat	Non-store retailers – peddlers, sales of candy/ice cream/sandwiches/ donuts/ etc. from basket, handcart or vehicle; cosmetic sales in private homes	\$50.00
454.03		Non-store retailers – roadside produce stand, home grown	Exempt
454.04	Flat	Non-store retailers – roadside produce stand, non-permanent structures	\$15.00
454.05	Flat	Non-store retailers – roadside produce stand, permanent structures	\$25.00
454.06		Non-store retailers – special events	S
454.00	Flat	Non-store retailers – vending machine operators, direct selling, mail order For vending machines, See 910.00	\$100.00
623.00	Flat	Nursing care – residential care facility, day care, assisted living, group home or domiciliary	\$100.00
623.01	Flat	Nursing home – care for elderly and continuing care facilities Must Provide Board Certification: Alabama Board of Examiners of Nursing Home Administrators	\$350.00
211.00	Gross	Oil and gas extraction – natural gas liquid extraction, crude extraction,	R
541.10	Flat	Optometrist/optician/ophthalmologist – individual and/or firm professional license Must Provide Board Certification: Optometry Board	\$200.00
541.11	Flat	Osteopath – individual and/or firm professional license Must Provide Board Certification: Alabama Board of Medical Examiners/Medical Licensure Commission of Alabama	\$200.00
517.06	Gross	Other telecommunications – satellite tracking, telemetry, radar station, rec'v/transmit	R
621.01	Gross	Outpatient Care Centers – all other types of services	R
312011.00	Flat	Package Stores – must also purchase beer off premise, wine off premise and applicable license under code 445.02 Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$500.00
445.02	Gross	Package Stores – package & liquor store, selling beer, wine and/or liquor for off-premises consumption, for alcoholic beverages, see schedule A	R

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
		Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	
322.00	Gross	Paper manufacturing – pulp, paper, and converted products, stationary, tubes, cores	P
485.01	State Law	Passenger transportation – bus terminals state regulated	37-3-33 \$25.00
485.02	Unit	Passenger transportation – buses, limousine service, buggy, charters See 24 for special requirements	\$75.00 per vehicle plus \$20.00 per driver
485.00	Flat	Passenger transportation – charter and other vehicle transit services	\$100.00
485.03	Unit	Passenger transportation – taxi service, See 24 for special requirements	\$75.00 per cab plus \$20.00 per driver
522.05	Gross	Pawn broker or shop – title or merchandise pawn See 24 for special requirements	R
812.00		Personal Services – barber, beautician, (includes 1 station) Must Provide Board Certification: Alabama Board of Cosmetology and Barbering	\$100.00 plus \$10.00 each additional station
812.03	Flat	Personal Services – body piercing, massage parlor, tattoo parlor Must Provide Board Certification: Department of Health Permit	\$100.00
812.09	Flat	Personal Services – commercial cemeteries	\$100.00
812.06	Gross	Personal Services – diaper, dry cleaning & pressing, laundry/linen collection and delivery	R
812.04	Flat	Personal Services – electrolysis	\$100.00
812.07	Flat	Personal Services – laundry coin operated	\$100.00
812.05	Unit	Personal Services – nail salon, manicurist	\$100.00 plus \$10.00 each station
812.10	Flat	Personal Services – pet care, kennel	\$100.00
812.02	Unit	Personal Services – tanning bed not in tanning salon	\$10.00 each bed
812.01	Unit	Personal Services – tanning salon	\$100.00 plus \$10 each bed
812.08	Gross	Personal Services – undertakers, funeral homes, burial items Must Provide Board Certification: Board of Funeral Services	R
324.00	Gross	Petroleum and coal manufacturing – asphalt, grease, roofing, paving products	P
541.12	Flat	Photographer – studios, portrait, commercial, services- for Special event see schedule S	\$100.00
541.13	Flat	Physician – individual and/or firm professional license Must Provide Board Certification: Alabama Board of Medical Examiners/Medical Licensure Commission of Alabama	\$200.00
326.00	Gross	Plastic & rubber manufacturing – tires, pipe, hoses, belts, bottles, sheet, wrap, film	P
331.00	Gross	Primary metal manufacturing – iron, steel, aluminum, wire, copper, foundries	P
323.00	Gross	Printing – screen, quick, digital, books, lithographic, handbills, comm	P
541.18	Flat	Professional Services Not Elsewhere Classified – scientific, technical	\$100.00
541.14	Flat	Psychiatrist/psychologist – individual and/or firm professional license Must Provide Board Certification: Alabama Board of Medical Examiners/Medical Licensure Commission of Alabama	\$200.00

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
511.00	Gross	Publishing industries except internet – newspaper, book, periodical, databases, software, (carriers exempt)	R
482.00		Rail transportation – transportation, ticket offices, state regulated	11-51-124
531.00	Flat	Real estate – offices, agents, brokers, management, developers, state regulated, § 34-27-30.1	\$100.00
531.03	Unit	Real estate, lessors of – each mobile home lot	\$5.00 each lot
531.02	Unit	Real estate, lessors of – each non-residential unit	\$100.00 each rental unit
531.01	Unit	Real estate, lessors of – each residential unit	\$50.00 each rental unit
532.00	Flat	Rental and leasing – auto, truck, RV	\$100.00
532.01	Flat	Rental and leasing – camper trailer	\$100.00
532.04	Gross	Rental and leasing – movie and video rental	R
532.03	Gross	Rental and leasing – rental center, equipment, awnings & tents, linens, all tangible property	R
532.02	Flat	Rental and leasing – utility truck, trailer	\$100.00
811.07	Flat	Repairs and maintenance – all electronic equipment, telephone, computer repair & services	\$100.00
811.04	Flat	Repairs and maintenance – car wash in conjunction with service station	\$100.00
811.09	Flat	Repairs and maintenance – clothing alterations, shoe repair	\$100.00
811.08	Flat	Repairs and maintenance – electric motor, all appliances, home & garden equipment, bicycles, furniture and upholstery, jewelry & watch, locksmith	\$100.00
811.03	Flat	Repairs and maintenance – motor vehicle clean up, car wash other than at service station	\$100.00
811.00	Flat	Repairs and maintenance – motor vehicle custom engine building, body shop, custom paint/body, seat covers, other vehicular, boats	\$100.00
811.05	Flat	Repairs and maintenance – motor vehicle greasing and/or oiling, mechanical repair	\$100.00
811.02	Flat	Repairs and maintenance – motor vehicle wrecker or towing	\$100.00
811.06	Flat	Repairs and maintenance – saw sharpening, tool grinding	\$100.00
811.01	Flat	Repairs and maintenance – tire recapping or retreading	\$100.00
623.02	Flat	Residential care facilities – child group homes, halfway house, boot camp,	\$350.00
722.00	Gross	Restaurant – full service restaurant facility, cafeteria for alcoholic beverages, see schedule A Must Provide Board Certification: Department of Health Permit	R
722.01	Gross	Restaurant – limited facility or service for alcoholic beverages, see schedule A Must Provide Board Certification: Department of Health Permit	R
312020.00	Flat	Restaurant Retail Liquor - must also purchase beer on/off premise, wine on/off premise, and applicable restaurant license 722.00 Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$500.00
522.03	State Law	S&L Branch or ATM – not main office of S&L	B
517.05	Gross	Satellite Telecommunications – provide point to point telecommunications via satellites	R
522.02	State Law	Savings and Loans – not branch location or ATM	B
523.00	Flat	Securities, commodity – brokerage, portfolio, investment, stocks, bonds, commodities, other financial services	\$100.00

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
487.00	Flat	Sightseeing transportation – scenic and sightseeing, land, air, water, special trans	\$100.00
624.00	Flat	Social assistance – shelters, vocational, child day care & nursery	\$25.00
927.00		Space, research, and technology	
711.01		Special Events – promoter or activity, carnival, circus – see schedule for rates for alcoholic beverages, see schedule A. See 24 for special requirements	S
451.00	Gross	Sporting goods & hobbies – toy, fish, gun, books, games, bicycles & parts, musical instruments	R
541.15	Flat	Surgeon – individual and/or firm professional license Must Provide Board Certification: Alabama Board of Medical Examiners/Medical Licensure Commission of Alabama	\$200.00
541.16	Flat	Surveyor – individual and/or firm professional license Must Provide Board Certification: Engineers & Land Surveyors Professional Licensure Board	\$200.00
517.03	Gross	Telecommunications – cable television sales or distribution	C
517.02	Gross	Telecommunications – cellular and other wireless, paging	R
517.04	Gross	Telecommunications – resellers of service	R
517.00	State Law	Telecommunications – telephone local	T
517.01	State Law	Telecommunications – telephone long distance	T
313.00	Gross	Textile manufacturing – fabric, yarn, carpet, canvas, rope, twine, fabric mills	P
314.00	Gross	Textile products manufacturing – mill operations not covered in 313	P
484.04	Flat	Transportation – other support activity, packing & crating	\$200.00
336.00	Gross	Transportation manufacturing – manufacturing auto, truck, trailer, motor home, boat, ship and motorcycle	P
484.02	Flat	Truck transportation – express companies, state regulated 11-51-126	\$25.00
484.01	Flat	Truck transportation – local, long-distance, freight, other than express companies	\$200.00
484.00	Flat	Truck transportation – moving & storage, residential or commercial	\$200.00
484.03	State Law	Truck transportation – terminal – state regulated	37-3-33 \$25.00
999.00	Gross	Unclassified miscellaneous business services not elsewhere classified	R
999.01	Gross	Unclassified miscellaneous personal services not elsewhere classified	R
453.00	Gross	Used Merchandise Stores – books, miscellaneous, consignment, flea mkt, antiques, other	R
221.00	Gross	Utilities – electric power or light company	U
221.01	Gross	Utilities – natural gas company	U
221.02	Gross	Utilities – water, sewage treatment, steam, & others not otherwise licensed	U
541.17	Flat	Veterinarian – individual and/or firm professional license Must Provide Board Certification: Alabama Veterinary Medical Examiners Board	\$200.00
493.04	Flat	Warehousing and storage – alcoholic beverages	\$200.00
493.01	Flat	Warehousing and storage – automobile, truck, other vehicle, when not connected with licensed body shop, garage, or wrecker service	\$200.00

Internal No.	Type	Classification/Business Description including Certification information	Calculation Information See Schedule
493.02	Flat	Warehousing and storage – distribution, household, refrigerated, special, up to 10,000 sq. ft. of floor space	\$200.00
493.03	Flat	Warehousing and storage – distribution, household, refrigerated, special, over 10,000 sq. ft. of floor space	\$200.00
493.00	Flat	Warehousing and storage – personal property	\$200.00
562.01	Flat	Waste management – septic tanks cleaning & installation	\$100.00
562.00	Flat	Waste management – solid waste companies, trucks, landfill, services	\$100.00
483.00	Gross	Water transportation – coastal, freight forwarders, inland, passenger	R
421.00	Flat	Wholesale trade – durable, machinery, equipment, furniture, other	\$100.00
421.01	Flat	Wholesale trade – durable, vehicle	\$100.00
422.03	Flat	Wholesale trade – <u>non-durable</u> , fireworks,	\$250.00
422.02	Flat	Wholesale trade – non-durable, paper, apparel, grocery, beverages, dairy, beauty/barber shop supplies, other	\$100.00
422.01	Flat	Wholesale trade – non-durable, produce sale & delivery, tobacco products	\$100.00
422.00	Flat	Wholesale trade – non-durable, wholesale gasoline & oil distributor	\$200.00
312070.00	Flat	Wine-off premise only Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$50.00
312060.00	Flat	Wine-on/off premise Must Provide Board Certification: Alcoholic Beverage Control Board (ABC Board)	\$75.00
321.00	Gross	Wood manufacturing – sawmills, wood preservation, veneer, trusses, millwork	P

Calculation Information

Schedule "A"- Beer, Wine & Liquor

	Amount	Licensing Notes
State of Alabama Code		
040 (Beer On/Off Premise)	75.00	
050 (Beer off Premise Only)	50.00	
060 (Table Wine On/Off Premise)	75.00	
070 (Table Wine off Premise Only)	50.00	
010 (Lounge Retail Liquor Class I)	500.00	Plus 040 & 060 and 722--- Drinking Establishment
(Lounge Retail Liquor Class II)	500.00	Plus 050 & 070 and 722--- Drinking Establishment
011 (Package Store)	500.00	Plus 040 & 060 and 445--- Package Stores
020 (Restaurant Retail Liquor)	500.00	Plus 040 or 060 as applicable and 722-Restaurant
(Club Liquor Class I non-profit)	500.00	Plus 040 & 060 and 722--- Drinking Establishment
032 (Club Liquor Class II for profit)	500.00	Plus 040 & 060 and 722--- Drinking Establishment
110 (Wholesale Distributor- Beer and Wine)	200.00	
(Wholesale Distributor - Liquor)	200.00	
(Warehouse)	200.00	
(Special Events)	50.00	Plus 040 or 060 as applicable-Limit 7 days
(Manufacturer)	200.00	
(Importer)	200.00	

Refer to 28-3-1 et seq., Code of Alabama 1975, as amended.

Schedule "B"- Banks / Savings & Loans

When (1) capital, surplus, and undivided profits of a bank combined, or (2) amounts paid in on nonwithdrawable shares, reserves and undivided profits of a savings and loan association combined are:

\$50,000 or less	\$10.00
More than \$50,000 and not over \$100,000	\$20.00
More than \$100,000 and not over \$150,000	\$30.00
More than \$150,000 and not over \$200,000	\$40.00
More than \$200,000 and not over \$250,000	\$50.00
More than \$250,000 and not over \$300,000	\$60.00
More than \$300,000 and not over \$350,000	\$70.00
More than \$350,000 and not over \$400,000	\$80.00
More than \$400,000 and not over \$450,000	\$90.00
More than \$450,000 and not over \$500,000	\$100.00
More than \$500,000 and not over \$600,000	\$110.00
More than \$600,000	\$125.00
and on each branch	\$10.00

See 11-51-130 and -131, Code of Alabama 1975.

Schedule "C"- Cable Television

Selling and/or distributing cable television services

5% of the gross receipts of the business transacted by the person or company in the town during the preceding year

Schedule "G"- Gasoline & Oil Retail

Retail sales with or without convenience store: for the business of selling gasoline, lubricating oil, or illuminating or fuel oil, or substitute therefor, at retail:

\$25.00 plus $\frac{1}{4}$ of 1 cent (\$.0025) per gallon of gasoline or motor fuel sold within the city, to be paid monthly, not later than the 20th day of each month following such sales, payable to City of Westover – Road Fund.

a

In addition to the above, for each octane grade offered, \$5.00 per nozzle.

Service station: for the business of selling gasoline or diesel motor fuel at retail, or from the sale of automobile tires and accessories and from the lubricating, washing, and repairing of automobiles, which are to be included as a measure of the tax:

\$25.00 plus $\frac{1}{4}$ of 1 cent (\$.0025) per gallon of gasoline or motor fuel sold within the city, to be paid monthly, not later than the 20th day of each month following such sales, payable to City of Westover – Road Fund.

In addition to the above, for each octane grade offered, \$5.00 per nozzle.

Schedule "H"- Contractors – Heavy Construction

\$300.00+ 0.4% gross receipts over \$25,000

Schedule "I" - Insurance Companies, Agencies, & Adjusters

Each person or company engaged in the business of acting as an insurance **adjuster** shall pay a license fee based on gross fees for such services rendered within the town during the preceding calendar year as follows:

Less than \$5,000 \$15.00
\$5,000 and over but less than \$10,000 \$25.00
\$10,000 and over but less than \$15,000 \$50.00
\$15,000 and over but less than \$20,000 \$75.00
\$20,000 and over \$100.00

Each **fire & marine** insurance company shall pay a license fee of \$4.00 for each \$100.00 and major fraction thereof of gross premiums, including renewal premiums when the renewed policy insures additional property or persons, less return premiums, received on policies issued during the preceding year on property located within the town; provided that new companies shall pay a flat minimum license fee of \$25.00 on which there shall be an adjustment on the above basis at the end of the year. See § 11-51-120, Code of Alabama.

Each insurance company, **other than fire & marine insurance companies and fraternal benefit societies**, shall pay a license fee of \$10.00 plus \$1.00 for each \$100.00 and major fraction thereof of gross premiums, including renewal premiums when the renewed policy insures additional property or persons, less return premiums, received on policies issued during the preceding year to citizens of the town; provided that new companies shall pay a flat minimum license fee of \$25.00 on which there shall be an adjustment on the above basis at the end of the year. See § 11-51-121, Code of Alabama.

Schedule "M" - Motels & Hotels

Including tourist camps and retreats

\$4.00 per room plus 3% of the amounts charged to persons for occupying a room or other quarter in said place of business

Schedule "N" - Vending Machines

\$25.00 per machine operated by \$.50 or more

No license is required from local companies for vending machines if:

- (1) Company includes receipts from machine in total gross receipts, or machine is employee owned or company-owned and no profit is derived from sale of product.
- (2) License is required from vending machine companies who own and operate machines for a profit, or companies who own and operate full service machines, or local companies whose machines do not meet the requirements of (1) above.

Schedule "O" - Outdoor Advertising

5% of gross receipts

Schedule "P" - Manufacturing

Manufacturers: Manufacturers of a product within said Town shall pay a license based on their gross receipts at the following rates:

Annual gross receipts of \$100,000 or less	\$250
Annual gross receipts in excess of \$100,000	\$250 + 0.05% gross receipts over \$100,000 to a maximum \$3,000,000 gross receipts

Schedule "R"- Gross Receipts

Less than \$100,000 gross receipts	\$100.00
At least \$100,000 but less than \$150,000	\$150.00
At least \$150,000 but less than \$200,000	\$200.00
At least \$200,000 but less than \$1,000,000	\$250.00
At least \$1,000,000 but less than \$2,000,000	\$300.00
At least \$2,000,000 but less than \$5,000,000	\$500.00
At least \$5,000,000 but less than \$10,000,000	\$1,000.00
	Over \$10,000,000 \$1000.00, plus
1/100 of	1% of Gross receipts in excess of 10,000,000

Schedule "S" - Special Events Licenses

Carnival show	\$25.00 per week
Catering	\$10.00 per event
Photographers	\$15.00 per event
Retail	\$10.00 1 day
	\$25.00 2 to 5 days

Schedule "T" - Telephones & Telecommunications

Telephone – local	\$60.00
Telephone – long distance	\$15.00

See § 11-51-128, Code of Alabama.

Schedule "U"- Utilities

3% of the gross receipts of the business transacted by the utility in the town during the preceding year

See § 11-51-129, Code of Alabama 1975.

Schedule "V" - Number of Employees

R-1	Where personnel are from 1 to 2 people.....	100.00
R-2	Where personnel are from 3 to 5 people.....	250.00
R-3	Where personnel are from 6 to 10 people.....	400.00
R-4	Where personnel are from 11 to 20 people.....	550.00
R-5	Where personnel are from 21 to 50 people.....	700.00
R-6	Where personnel are from 51 to 75 people.....	850.00
R-7	Where personnel is from 76 to 100 people.....	1,000.00
R-8	Personnel over 100 to be 1,000.00 + 50.00 per person over 100.	

Schedule "W" - Square Feet

S-1	From zero	to	5,000 Square Feet.....	100.00
S-2	From 5,000	to	10,000 Square Feet.....	200.00
S-3	From 10,000	to	20,000 Square Feet.....	300.00
S-4	From 20,000	to	30,000 Square Feet.....	400.00
S-5	From 30,000	to	40,000 Square Feet.....	500.00
S-6	From 40,000	to	50,000 Square Feet.....	600.00
S-7	From 50,000	to	60,000 Square Feet.....	700.00
S-8	From 60,000	to	70,000 Square Feet.....	800.00
S-9	From 70,000	to	80,000 Square Feet.....	900.00
S-10	From 80,000	to	90,000 Square Feet.....	1,000.00
S-11	From 90,000	to	100,000 Square Feet.....	1,200.00
S-16	From 100,000	up -	1,200.00 plus \$.01 per square foot over 100,000	

Schedule "V" - Delivery License

The rate for the delivery license is established in Section 21 and is:

\$ 100.00

Delivery License per §11-51-194 Modified by 2017-415 (SB316)

(a) (1) Each municipality shall allow the purchase of a delivery license by any business that has no other physical presence within the municipality or its police jurisdiction for the privilege of delivering its merchandise therein. The amount of the delivery license shall not exceed one hundred dollars (\$100). Nothing herein shall prohibit a municipality from requiring by ordinance the purchase of a decal by the taxpayer for each delivery vehicle making deliveries within the municipality or its police jurisdiction. The charge for such decal shall not exceed the municipality's actual cost of the decal.

(2) Notwithstanding any other provision of law, a municipality may charge a taxpayer an issuance fee for a business delivery license not to exceed ten dollars (\$10).

(b) As used in this section, a delivery license shall mean a fixed rate business license issued by a municipality for the limited privilege of delivering and requisite set-up and installation, by the taxpayer's employees or agents, of the taxpayer's own merchandise in that municipality, by means of delivery vehicles owned, leased, or contracted by the taxpayer; provided that the gross receipts derived from the sale and any requisite set-up or installation of all merchandise so delivered into the municipality shall not exceed seventy-five thousand dollars (\$75,000) during the license year, and any set-up or installation shall relate only to

- (1) that required by the contract between the taxpayer and the customer or as may be required by state or local law, and
- (2) the merchandise so delivered.

Mere delivery of the taxpayer's merchandise by common carrier shall not allow the taxing jurisdiction to assess a business license tax or a delivery license tax against the taxpayer, but the gross receipts derived from any sale and delivery accomplished by means of a common carrier shall be counted against the seventy-five thousand dollar (\$75,000) limitation described in the preceding sentence if the taxpayer also during the same license year sells and delivers into the taxing jurisdiction using a delivery vehicle other than a common carrier. Provided that the dollar limitation prescribed above shall be increased, but not decreased, every five years under the standards prescribed by Section 11-51-90 with respect to the uniform license issuance fee and may be increased by a municipality at any time, up to one hundred fifty thousand dollars (\$150,000), by adoption of an ordinance. A common carrier, contract carrier, or similar delivery service making deliveries on behalf of others shall not be entitled to purchase a delivery license hereunder.

(c) A taxpayer that otherwise meets the criteria for the purchase of a delivery license pursuant to subsections (a) and (b) is not required to purchase a delivery license or a regular business license if the following criteria apply:

- 1) The taxpayer's gross receipts that are derived from within the municipality or its police jurisdiction do not exceed ten thousand dollars (\$10,000) during the year; and
- (2) the taxpayer has no other physical presence within the municipality or its police jurisdiction during the year.

Any other taxpayer that meets the criteria for the purchase of a delivery license, as provided in subsections (a) and (b), and meets those criteria during the current license year as well, shall purchase either a delivery license or a regular business license otherwise applicable to the taxpayer, at its option.

(d) Notwithstanding Section 11-51-90.2, the delivery license shall be calculated in arrears, based on the related gross receipts during the preceding license year.

(e) The purchase of a delivery license or the exemption from the purchase of a delivery license pursuant to subsection (c) shall not, in and of itself, establish nexus between the taxpayer and the municipality for purposes of the taxes levied by or under the authority of Title 40 or other provisions of this title, nor does the purchase of a delivery license, in and of itself, establish that nexus does not exist between the taxpayer and the municipality.

(f) If at any time during the current license year the taxpayer fails to meet the criteria specified in subsections (a) and (b), then within 45 days after any of the criteria have been violated or exceeded, the taxpayer shall purchase a business delivery license or other appropriate license from the municipality and may be subject to a penalty not to exceed ten dollars (\$10).

Appendix

Certification Requirements

All municipalities are required to obtain a copy of each individual/entity's board certifications and/or permits prior to issuance of a municipal business license. For a list of types of licenses that require board certification, [please visit our website here](#). Please provide a copy of your certification/permit along with your application (if applicable).

Issuance of a business license by RDS does not permit business operation unless the business is properly zoned and/or in compliance with all applicable laws/rules and meet all required certifications.

Gross Receipts, Definition of

If the business is physically located in the incorporated city limits or police jurisdiction, the business must report ALL gross receipts for the business conducted in the State of Alabama. They can deduct out-of-state sales. If the business is a service-based business and not physically located in the incorporated city limits or police jurisdiction then they must report the gross receipts for that jurisdiction only.

The measure of any and all receipts of a business from whatever source derived, to the maximum extent permitted by applicable laws and constitutional provisions, is to be used in calculating the amount due for a business license. Provided, however, that:

- A. Gross receipts shall not include any of the following taxes collected by the business on behalf of any taxing jurisdiction or the federal government: All taxes which are imposed on the ultimate consumer, collected by the taxpayer and remitted by or on behalf of the taxpayer to the taxing authority, whether state, local or federal, including utility gross receipts levied pursuant to Article 3, Chapter 21, Title 40; license taxes levied pursuant to Article 2, Chapter 21, Title 40; or reimbursements to professional employer organizations of federal, state or local payroll taxes or unemployment insurance contributions; but no other deductions or exclusions from gross receipts shall be allowed except as provided in this article.
- B. A different basis for calculating the business license may be used by the municipality with respect to certain categories of taxpayers as prescribed in Section 11-51-90B.
- C. For a utility or other entity described in Section 11-51-129, gross receipts shall be limited to the gross receipts derived from the retail furnishing of utility services within the municipality during the preceding year that are taxed under Article 3 of Chapter 21 of Title 40, except that nothing herein shall affect any existing contract or agreement between a municipality and a utility or other entity. The gross receipts derived from the furnishing of utility services shall not be subject to further business license taxation by the municipality.
- D. Gross receipts shall not include dividends or other distributions received by a corporation, or proceeds from borrowing, the sale of a capital asset, the repayment of the principal portion of a loan, the issuance of stock or other equity investments, or capital contributions, or the undistributed earnings of subsidiary entities.

Location Specific, Definition

The up-to-date physical location must be provided on all renewals in order to prevent delays in the issuance of the license.

- a. For each place at which any business is carried on, a separate license shall be paid, and any person desiring to engage in any business for which a license is required shall designate the place at which business is carried on, and the license to be issued shall designate such place, and such license shall authorize the carrying on of such business only at the place designated.
- b. Every person dealing in two or more of the articles, or engaging in two or more of the businesses, vocations, occupations or professions scheduled herein, shall take out and pay for a license for each line of business.
- c. A taxpayer subject to the license authorized by this ordinance that is engaged in business in other municipalities, may account for its gross receipts so that the part of its gross receipts attributable to its branch offices will not be subject to the business license imposed by this ordinance. To establish a bona fide branch office, the taxpayer must demonstrate proof of all following criteria:
 - (i) The taxpayer must demonstrate the continuing existence of an actual facility located outside the police jurisdiction in which its principal business office is located, such as a retail store, outlet, business office, showroom, or warehouse, to which employees and/or independent contractors are assigned or located during regular normal working hours.
 - (ii) The taxpayer must maintain books and records, which reasonably indicate a segregation or allocation of the taxpayer's gross receipts to the particular facility of facilities.
 - (iii) The taxpayer must provide proof that separate telephone listings, signs, and other indications of its separate activity are in existence.
 - (iv) Billing and/or collection activities relating to the business conducted at the branch office or offices are performed by an employee or other representative, of the taxpayer who has such responsibility for the branch office.
 - (v) All business claimed by a branch office or offices must be conducted by and through said office or offices.
 - (vi) The taxpayer must supply proof that all applicable business licenses with respect to the branch office or offices have been issued.
- d. Nothing herein shall be construed as exempting businesses from payment of a license on the basis of a lack of physical location.

New Business Information

Every person who commences business on or after July 1st may pay one-half (1/2) the annual license for such business for that calendar year.

New Business Penalty: In the case of persons who began business on or after the first day of the calendar year, the license fee for such "new business" shall be increased by fifteen (15%) percent for the first fifteen (15) days they shall be delinquent, and shall be measured by an additional fifteen (15%) percent for a delinquency of forty-five (45) days or more.

Police Jurisdiction (PJ), Definition and Rate of

The area outside the incorporated municipality limits. Businesses located in the police jurisdiction are subject to purchase a business license per the municipality's ordinance at one half the normal rates. Those businesses located in this area may receive, but are not limited to, police, fire, safety, water, sewer, public health, safety, and protection from the municipality.

Penalty and Interest, Rate of

Failure to purchase a license can be punishable by a fine not to exceed the sum of five hundred dollars (\$500.00). All licenses not paid within thirty (30) days from the date they fall due (January 1st) will increase by a 15% penalty due February 1st plus 1% interest. An additional 15% penalty will be due March 2nd plus 1% interest per month thereafter.

New Business Penalty: In the case of persons who began business on or after the first day of the calendar year, the license fee for such "new business" shall be increased by fifteen (15%) percent for the first fifteen (15) days they shall be delinquent, and shall be measured by an additional fifteen (15%) percent for a delinquency of forty-five (45) days or more.

Posting of License

Every license shall be posted in a conspicuous place, where said business, trade or occupation is carried on, and the holder of the license shall immediately show same to the designee of the municipality upon being requested so to do.

Transfer of License information

No license shall be transferred except with the consent of the council or other governing body of the municipality or of the director of finance or other chief revenue officer or his or her designee, and no license shall be transferred to reflect a physical change of address of the taxpayer within the municipality more than once during a license year and never from one taxpayer to another. Provided that a mere change in the name or ownership of a taxpayer that is a corporation, partnership, limited liability company or other form of legal entity now or hereafter recognized by the laws of Alabama shall not constitute a transfer for purposes of this chapter, unless (1) the change requires the taxpayer to obtain a new federal employer identification number or Department of Revenue taxpayer identification number or (2), in the discretion of the municipality, the subject license is one for the sale of alcoholic beverages. Nothing in this section shall prohibit a municipality from requiring a new business license application and approval for an alcoholic beverage license.

Type of License

Gross-based licenses require the gross receipts to be provided. See Gross Receipts definition for more information. Unit-based licenses require the number of units (employees, vehicles, rooms, agents, days, etc.) to be provided. Flat-based fees have the rates indicated. Failure to provide the required information will delay the issuance of the license.

Zoning

If a business intends to maintain a physical location within the municipality, 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 municipality to create a mechanism for the reporting and payment of any tax liabilities. Contact the municipality for any zoning, building code and/or tax liability requirements. The completion and submission of the 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.

Questions?

All questions regarding the business license renewal process should be directed to RDS.

Website: www.revds.com

Phone: 800.556.7274

Free, Easy Online Filing available at <https://rds.bizlicenseonline.com>

Email: bizlicensesupport@revds.com

Fax: 844.528.6529