

BUSINESS PERMIT APPLICATION
CITY OF RUSSELLVILLE ARKANSAS
716 NO. EL PASO AVE.
RUSSELLVILLE, AR 72801 479-968-1002 FAX # 479-968-6496

BUSINESS NAME: _____ DATE: _____

BUSINESS MAILING ADDRESS: _____ ZIP: _____

BUSINESS LOCATION: _____ BUSINESS PHONE #: _____

NAME OF RESPONSIBLE PARTY/MANAGER: _____ FAX # _____

EMERGENCY PHONE #: _____ PAGER/CELL PHONE: _____

BUSINESS TYPE: _____

ALARM SYSTEM: YES/NO _____ ALARM CO. PHONE #: _____

NO. OF EMPLOYEES: _____ APPROX. SQ. FT. BLDG: _____

BUSINESS OWNER (S): _____ PHONE #: _____

ADDRESS: _____

PROPERTY OWNER (S): _____

PROPERTY OWNER PHONE #: _____

ARE CHEMICALS, FLAMMABLES OR HAZARDOUS MATERIAL USED OR STORED ON PREMISES? YES/NO

IF SO, PLEASE LIST? _____

I UNDERSTAND THE BUSINESS PERMIT IS FOR REGISTRATION PURPOSES AND DOES NOT WAIVE COMPLIANCE FOR ANY FEDERAL, STATE, COUNTY, OR CITY LAWS OR ORDINANCES. ALSO, IT IS THE SOLE RESPONSIBILITY OF THE APPLICANT TO SUPPLY, IN WRITING, ANY AND ALL CHANGES IN ANY INFORMATION PERTAINING TO THEIR APPLICATION. IT IS THE SOLE RESPONSIBILITY OF THE PERMIT HOLDER TO RENEW THIS PERMIT BY THE DUE DATE. BUSINESS PERMITS EXPIRE DECEMBER 31ST OF EACH YEAR.

SIGNATURE OF BUSINESS OWNER (S)

Fee Schedule - (Permit required for each location)

0-3 Employees	\$25.00	26-99 Employees	\$200.00
4-10 Employees	50.00	100 or more Employees	\$400.00
11-25 Employees	100.00	2 Seasonal/Part-time Employees count as 1 Employee	

Establishments in the business of selling or serving alcohol shall pay based on the table above and also an additional \$500.00 for the permit fee. Application due on or before January 31st. Applications received after January 31 assessed a 10% late fee after 60 days the late fee shall be 30%.

FOR OFFICIAL USE ONLY

Permit #: _____ Receipt #: _____ Building Official Signature: _____ Date: _____