

2012 BUSINESS LICENSE APPLICATION

THE CITY OF NEW CASTLE
900 WILMINGTON ROAD
NEW CASTLE, DE 19720-3638



To obtain a business licenses for the City of New Castle for Calendar 2012, please complete the following information and return it to the City at the address above, along with your payment. Incomplete applications will not be processed, so please fill in all information required. Skilled trade numbers are required of all trades licensed by the State (e.g. plumbers, electricians, etc.) Please note that annual license fees are:

- \$ 40.00 per year for 1 - 3 employees
- \$ 75.00 per year for 4 - 8 employees
- \$ 175.00 per year for 9 - 20 employees
- \$ 300.00 per year for 21 or more employees

Certain occupations require surety bonds as a condition of licensing, and copies of the applicable regulations are included with this renewal application. Any questions about the operation of your business in the City, or with other permit requirements can be answered by stopping in, between 8:30 and 4:30 weekdays at the Building Department Office located at 900 Wilmington Road, or by calling 322-9813.

PLEASE SIGN AND DATE THIS APPLICATION AND RETURN IT WITH YOUR CHECK MADE PAYABLE TO: THE MAYOR & COUNCIL OF NEW CASTLE.

Name of Business: _____

Name of business owner: _____

Type of business: _____

Actual location of business: _____

Mailing address of business: _____

Federal Tax No. (E.I.N. or S.S.) _____

Business phone number: _____

Business fax number: _____

E-MAIL address: _____

Delaware Skilled Trade No. (if applicable): _____

Number of Years at present location: _____

Number of employees (including owner): _____

License fee due (for employee(s) above): _____

Applicant Signature: _____

Date: _____

FOR OFFICE USE ONLY:

License fee due for employee(s) above: _____

License Number Issued: _____