



P.O. Box 128
 304 8th Street
 Gilcrest, Colorado 80623
 Office (970) 737-2426 • Fax (970) 737-2427

Business License Application

Business License Fee	Expires December 31st			\$40.00
Mail To:		For Town Use Only		
Town of Gilcrest P.O. Box 128 304 8 th Street Gilcrest, Colorado 80623 Office: 970-737-2426 Fax: 970-737-2427 teresa@townofgilcrest.org		Annual		Business License
		Amount Paid		Date Rec'd.
		Check No.:		Receipt No.:
		Rec'd By:		
PLEASE TYPE OR PRINT LEGIBLY		Please complete application in full		

SECTION ONE – All information provided in this section of the application is considered public information and is required to be released upon public request.

- Type of Ownership: Sole Proprietor ___ Partnership ___ Corporation ___ Limited Liability ___ Other ___
- Taxpayer Name (Owner, Partners, or Corporation Name): _____
- Trade Name (Doing Business As or DBA): _____
- Physical Business Address: _____
 PO Box/Street Address City State Zip
- Mailing Address: _____
 PO Box/Street Address City State Zip
- Phone Numbers: _____ / _____
 Business / Corporate Number Home Number
- Website Address: _____ E-Mail Address: _____
- Nature of Business: (Check all that Apply): Wholesale ___ Manufacturing ___ Construction ___ Service ___ Retail ___
 Office Only ___ Oilfield ___ Communications/Telecom ___ Finance/Insurance/Real Estate ___ Home Base Business ___
- What is your main product/service? _____

SECTION TWO – Complete SECTION TWO IF you have a physical presence in Gilcrest. All information provided in this section of the application is considered public information and is required to be released upon public request.

- Is this business in a: Private Residence ___ Commercial Building ___?
- Do you lease or own your building? Lease ___ Own ___ Approximate sq. ft. of business space: _____

 Property Owner/Manager PO Box / Street Address, City, State, Zip Business Telephone

12.) Number of Employees including yourself: Full - Time _____ Part – Time _____

13.) Do you have business locations in Gilcrest? Yes _____ No _____ How Many _____ Date Business Opened: _____
(IF MORE THAN ONE BUSINESS LOCATION, a separate application must be completed per business locations).

14.) Owner, Local Manager or Registered Agent (Corporate Officer):

Name	Address, City, State, Zip	Phone
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Section Three – All information provided in this section of the application is considered CONFIDENTIAL.

15.) List Owner(s) or Corporate Officers: (attach supplemental sheet if necessary).

Name	Position	Home Number
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Home Address	City	State	Zip
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Name	Position	Home Number
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Home Address	City	State	Zip
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16.) Local Manager or Representative: _____
Name of Contact Person Address City State Zip

17.) State of Colorado Sales Tax License No.: _____ Federal Employer I.D. (FEIN) _____

18.) State Assigned NAISC Code (if known): _____

I declare, under penalty of perjury in the second degree, that this application has been examined by me that the statements made herein are made in good faith pursuant to Colorado and the Town of Gilcrest tax laws and regulations and to the best of my knowledge and belief, are true, correct, and complete.

Signed: _____ Title: _____
Signer must be the person that is legally responsible for the business (i.e., owner, partner, officer, etc.)

Print Name: _____ Title: _____

Please be sure to check with other departments of the Town to ensure compliance with all other applicable laws and regulations. Issuance of the Sales Tax License does not mean conformance with Zoning provisions, and / or other requirements.

FOR YOUR INFORMATION

WHERE DO I GO TO GET INFORMATION ON LICENSING FOR THE STATE OF COLORADO?

When opening a new business in the State of Colorado call the Colorado Business Assistance Center, (303) 894-2166 in Denver or website at www.dora.state.co.us.

To obtain a sales tax, wage, withholding tax, or other business tax number, visit the Denver Service Center at 1375 Sherman Street, Denver or any Taxpayer Service Center in Colorado. You may also get the "Colorado Business Registration" Form (CR0100) through the Colorado Department of Revenue web site at www.taxcolorado.com, or call the Forms Hotline at (303) 238-FAST (3278).