

CITY OF PORT ST. JOE, FLORIDA
APPLICATION FOR LOCAL BUSINESS LICENSE

Welcome to the City of Port S. Joe. If you require assistance completing this application, please call Accounts Payable at (850)-229-8261, option 6, or visit City Hall located at 305 Cecil G. Costin, Sr. Blvd. You can mail the completed application to P.O. Box 258, Port St. Joe, FL 32457, email it to bscheibe@psj.fl.gov or drop it off at the front desk of City Hall.

ABOUT YOUR BUSINESS:

1) Legal Business Name: _____

DBA (Fictitious Name): _____

****Registration required by Florida Statute 865.09, include a copy of your Articles of Incorporation or Current Annual Report****

2) **Required by State Law:** Federal Employer Identification Number: _____

3) State License # _____ Expiration Date: _____

****Include a copy of your license from the DBPR, Florida Statute 205.194****

4) Business Location in Port St. Joe: _____

5) Mailing Address: _____

City: _____ State: _____ Zip Code: _____

6) Phone Number: _____ Cell: _____

Email Address: _____

7) Owner or Local Officer: (Note: Partnerships/Corporations – Please list only one owner or local office below)

Name: _____ Phone Number: _____

Home Address: _____ City/State/Zip: _____

Driver's License #: _____ State: _____

8) Describe in detail the products being sold/services/operations/profession being requested: _____

9) Amount of Inventory if Merchant: _____

10) Do you own/rent the property where the business is located? Own Rent (If rent, provide a copy of lease)

11) Will you be adding or changing signs on the outside of the property? Yes No

***If yes, a permit is required from Code Enforcement**

12) The Business described above **WILL** **WILL NOT** be operated as an Adult Use(s). Ordinance No. 283 strictly prohibits Adult Entertainment in all districts except Industrial areas.

PLEASE READ THE FOLLOWING STATEMENT AND SIGN BELOW:

I affirm, that all information that I have provided is true and correct. I further acknowledge that filing this application for a city license does NOT allow applicant to operate or engage in any type of business until the city issues a Business License. Zoning approval of this application is required prior to issuance of the Business License. Any person, firm, or corporation who engages in any occupation, business or profession without a Business License may be punished in accordance with Sec. 24 of City Ordinance No. 1. Utility Services shall NOT be connected until application is approved by Zoning.

Authorized Signature: _____ Date: _____

Printed Name: _____ Title: _____