



Checklist For Submitting A Business License Application

A place of business located within LaVerkin City limits that is carried on for the purpose of gain or economic profit, must obtain a business license. If using a name other than your own, you are required to register the Business Name (DBA) with the Department of Commerce. I.E., John Doe - No registration required. JD Mercantile or John Doe Mercantile - Name must be registered. A business is also required to obtain a Federal Identification, and if selling retail goods - a Sales Tax Number.

- Contact the City for regulations that may apply to your specific type of business and for zoning restrictions.
- Complete Application in its entirety.
- Attach verification that business is registered with the Utah State Department of Commerce, if using a name other than your own for your business.
- Attach verification of current Utah State Sales Tax number.
- Pay the appropriate licensing fee.
- Allow up to 30 days for processing of application.

List of State licensing agencies and phone numbers:

- ❖ Utah State Department of Commerce:
160 E 300 S www.utah.gov
Salt Lake City, Ut 84101 Ph. 801-530-6646
- ❖ Utah State Sales Tax:
359 East Riverside Drive 435-652-2925 Fax: 801-652-2929
St. George, Ut. 84790 www.utah.gov
- Or
- ❖ Washington County Tax office will take State business application documents, but they may not necessarily be filed with the Department of Commerce in a timely fashion.

100 S. 5300 W. 435-251-9520 Fax: 435-251-9529
Hurricane, Ut. 84737

Special Events Tax Unit.....	801-297-6303
Utah Alcohol Beverage Control.....	801-977-6800
Utah Department of Agriculture.....	801-538-7124
Better Business Bureau.....	801-892-6009
Utah Department of Workforce Services.....	801-526-9675
Utah State Health Department.....	888-222-2542
Utah Department of Professional Licensing.....	801-530-6628
Washington County Health Department	435-673-3528
Washington County Assessor.....	435-634-5703