

City of Hillsboro General Business License Application

Business Name		Business Telephone #
<input type="text"/>		<input type="text"/>
Business Location Address		Suite or Apartment #
<input type="text"/>		<input type="text"/>
City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Business Owner or Corporation and Contact Name		Contact Telephone #
<input type="text"/>		<input type="text"/>
Business Owner Address		Suite or Apartment #
<input type="text"/>		<input type="text"/>
City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
Secondary Contact Telephone #	E-mail Address	
<input type="text"/>	<input type="text"/>	

Mailing Address (if different from business location)		Suite or Apartment #
<input type="text"/>		<input type="text"/>
City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Detailed Description of Business:

Supplemental Applications

Depending on the type of business being conducted, additional applications and permits may be required. Please answer the questions below to determine if your business requires any supplemental applications.

Is this business located inside Hillsboro city limits? _____ Yes No

Is this business being run out of a home or residence in Hillsboro? _____ Yes No

Home Occupation Permit Application

Is this a mobile vending business? Or, Will your business operate seasonally? E.g. Christmas tree stand, Firework stand, etc. _____ Yes No

Mobile/ Temporary Business Permit Application

Will you be buying items from the public to re-sell? _____ Yes No

Background Verification Form

Will you be buying or selling alcohol? _____ Yes No

Liquor License Application

Fee Calculation

Please Note Not All Fees Will Apply

Application Fee \$105

(Refunds up to \$80 will be issued 30 days from the date of receipt. After 30 days, a maximum of \$25 will be refunded.)

Employee Fee \$5 per person *First 2 people are free

Add \$5 per person in the business, including owners and employees. *Maximum employee/rental unit fee is \$725 or 145 employees.

Rental Unit Fees \$5 per unit *First 3 units are free

Property management, apartment complexes and hotels are charged per rental unit instead of per employee. Please add total rental units and multiply by \$5.

Downtown Business Fee \$25 + 2.50 per person

If your business is located downtown Hillsboro between 1st Ave- 4th Ave and Lincoln St- Baseline St, your business is subject to an additional \$25 fee plus \$2.50 for each employee.

	\$105
	+
# People	x5= _____
Or	
# Rental Unit x 5=	_____
# People	x2.50 + 25= _____
Total \$	_____

Please remit payment to: 150 E Main St, Hillsboro Or Attn: Business Licenses

The City requires a business license and fee in accordance with its revenue based program registry. Issuance of a City of Hillsboro business license does not exempt a business owner, agent or operator from compliance with any other applicable Federal, State or Municipal laws; including the City's business recycling requirements. The undersigned declares under penalty of law that the information provided in this application is true. A copy of this application or information contained herein may be disclosed to requestors under the Public Records Law.

Signature _____

Title _____

Date _____