



IVINS CITY

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www.ivins.com

Business Licenses - Frequently Asked Questions

Registering a Business

Who Must Register Their Business? <http://corporations.utah.gov/whyregs.html>

All businesses in Utah are required by law to register with the Utah Department of Commerce.

Registration of assumed business names, often called "DBA" (Doing Business As) is required of all businesses that are not corporations, limited liability companies or limited partnerships, which register their names within their Articles of Incorporation/Organization or Certificates of Limited Partnership. Generally, businesses must also obtain a business license from the city or county in which they are located.

Why Are Businesses Required by Law to Register?

Registration allows the business owner to have the name on file so the owner's business name should not be used by another business. This registration provides you with use of your exact business name. The more you use it and become known to the public by name, the more legal protection your name earns against "predatory encroachment" by other businesses.

Registration is required so that a comprehensive state registry of all business and corporate information is available for public reference. This information is vital to an orderly legal system and marketplace. Without it, the public or other businesses have no way of knowing the persons with whom they are doing business.

Registration is required by law to provide notice to the public of who owns or stands behind a business entity. You cannot file a lawsuit in court as a business if your business is not registered. Registration enables careful business people to verify information about companies with whom they do business.

'Doing Business As' (DBA)

A DBA can be either a sole proprietorship or general partnership. It can also be owned by another business entity that wishes to transact business under an assumed name.

A Sole Proprietorship is one individual in business alone. Sole proprietorships are the most common form of business structure. This type of business is simple to form and operate, and may enjoy greater flexibility of management and fewer legal controls. However, the business owner is personally liable for all debts incurred by the business.

A General Partnership is composed of two or more persons who agree to contribute money, labor, and/or skill to a business. Each partner shares the profits, losses, and management of the business and each partner is personally and equally liable for debts of the partnership. Formal terms of the partnership are usually contained in a written partnership agreement.

Disclaimer

All information contained in this document has been copied exactly as it appears on the State of Utah website.

Obtaining or Registering a Business Name

Where do I register or obtain a business name?

Department of Commerce

160 E. 300 S. 2nd Floor

Salt Lake City, UT 84111

Phone: 801-530-4849

Toll-Free: 1-877-526-3994

Fax: 801-530-6438

www.commerce.state.ut.us

Where do I register or obtain a business name Online?

Information regarding a DBA can be found at: <http://corporations.utah.gov/business/nameinfo.html>
A simple DBA application form can be printed at: <http://corporations.utah.gov/pdf/dbaform.pdf>

One Stop Business Registration provides a step by step process to complete the registration of a new business, including a DBA.
<https://secure.utah.gov/osbr-user/user/welcome.html>

What is a Federal Tax ID# or EIN and/or where do I obtain one?

Information about an EIN is available @: <http://www.irs.gov/businesses/small/article/0,,id=97860,00.html>
You can apply for an EIN @: <https://sa1.www4.irs.gov/modiein/individual/index.jsp>

Where do I get a Utah Sales Tax number?

Online at the Utah State Tax Commission website: <http://tax.utah.gov/index.html>
You can download a TC-69 form @ <http://tax.utah.gov/forms/current.html>

Utah State Tax Commission – Monday-Thursday 7:00 AM - 6:00 PM – Closed Fridays, weekends and state holidays

210 N 1950 W
Salt Lake City, UT 83143
801-297-2200
800-662-4335 – toll free

100 South 5300 West
Hurricane, Utah 84737
435-251-9520
435-251-9529 – fax

Where can I apply for a Background Criminal Identification (BCI) check?

Website: <http://www.des.utah.gov/bci/crimrecords.html>
Download an application: http://www.des.utah.gov/bci/documents/expungement_ROA_012.pdf

Department of Public Safety - Bureau of Criminal Identification
3888 West 5400 South
Salt Lake City, Utah 84118
Phone: (801) 965-4445
Fax: (801) 965-4749
Office Hours – 7:00 AM to 6:00 PM, Monday through Thursday
BCI is closed Fridays, weekends, and state holidays

Getting a Business License – Ivins City

Who must license their business?

Generally, all businesses must obtain a business license from the local municipality in which they are doing business.

What is a business license and do I need one?

A business license grants permission to engage in a business activity at a specific location within the City. A business may be inspected and required to comply with local zoning, building, safety and health requirements before receiving a license.

Where do I go to get a business license?

Application forms can be viewed and downloaded from our website at: www.ivins.com
A copy can also be picked up at City Hall – 55 N Main Street during normal business hours.

Once I apply for a business license/permit how long does it take to get one?

Home Occupation Business License – 1-2 business days
Residential Solicitation – 0 -1 day for a temporary – 25 calendar days for an annual
Handbill Permit – 0-1 day
Commercial Business License – 6 weeks

Approvals from the following departments are required to obtain a Commercial Business License:
(Depending on the application some Home Occupation business licenses may also require these as well)

Planning & Zoning	Fire Department - \$25.00 <u>per</u> inspection fee
Building	Public Safety

How much does a business license/permit cost?

Home Occupation - \$50.00 (+ \$25.00 fire inspection when required) – Annual Renewal - \$25.00
Commercial - \$50.00 + \$25.00 fire inspection = \$75.00
Residential Solicitation License - \$25.00 – valid for 1 year
Handbill Distribution Permit - \$25.00 – Initial permit is valid for 30 days. Subsequent permit is valid for 1 year

What types of business licenses require a Background Criminal Identification (BCI) check?

Background checks are required for the following business activities: beer and liquor, residential solicitation, dancers, sexually oriented businesses & employees, and anything to do with children or adult care.