



APPLICATION FOR PERMIT TO OPERATE A BUSINESS

City of York, 10 N. Roosevelt St

P.O. Box 500 York, SC 29745

803-684-2341

\$50.00 processing fee- must be paid prior to inspection.

Form with checkboxes for New Business, Location transfer, Ownership transfer, and Additional business.

Form with fields for Name of business, Name of Business owner, Business Address/Location, Mailing Address, Business Telephone, Cell, e-mail, Name of property owner, and Address of property owner.

If a corporation:

Form with fields for Name of registered agent, Address of registered agent, State of Incorporation, and State of Professional license.

If a professional/contractor etc:

Table with fields for Name of Owner/Qualifier, Address, and Telephone/cell phone.

Type of business: Explain operation in as much detail as possible (must include number of vending/gaming machines, pool tables etc. if any)

Unit size (sq. ft) Maximum number of employees: Number of Parking spaces available to business: Is this an accessory to another business:

The applicant agrees to comply with all applicable City Codes including (but not limited to) regulations concerning zoning, (parking, landscaping, historical etc.) construction, fire code and business license regulations. Information concerning these and other regulations are available upon request.

My signature below indicates that I have received information from the City of York Planning Department and understand who to contact and what is required to obtain a Building Permit, Certificate of Occupancy and Business License. I attest that all information provided in this application is true and correct. Submission of false information shall render this application null and void.

Form with lines for Name (please print), Signature, and Date of application.

Your application will be forwarded to the Fire Department. You will be contacted to schedule a time for an inspection. When you receive your report from the Fire Department stating that you have no violations, bring a copy of the report and any necessary documents (i.e. retail sales license) to the Planning Department. In order to obtain a Business License you must complete a business license application and pay applicable fees.

For official use only

Inspections:

Table with columns for Building Code, Fire Department, Public Works, Zoning, and rows for Approved, N/A, Date, and Initials.