



City of Whitefish
418 E. 2nd Street
 PO Box 158
 Whitefish, MT 59937
 Phone: 406-863-2400
 Fax: 406-863-2419 Email:
 customerserviceclerk@cityofwhitefish.org

BUSINESS LICENSE APPLICATION

FEE ATTACHED _____

I (we), the undersigned, hereby make application to conduct business within the city of Whitefish.

Type of Application:	
<input type="checkbox"/> New Business	<input type="checkbox"/> Change of Location
<input type="checkbox"/> Change of Business	<input type="checkbox"/> Change of Owner
Business Name:	Phone:
Business Location:	
Mailing Address:	
City, State, Zip:	
Date Business will Commence:	
Owner/Manager of Business:	
Email Address:	
Emergency Contact Name/Phone Number:	
Taxpayer ID Number:	
Type of Business (check one): Retail Wholesale Service Professional Transient	
Other (describe):	
Nature of Business (If retail sales or personal services, please list specific items to be sold or services offered)	
Gross Square Footage of Business:	
Business Located on the Ground Floor (Yes/No):	
Business Located Inside or Outside of the City Limits:	
Who will be Reporting the Resort Tax?	

The applicant agrees that a business license issued pursuant to this application is subject to all the terms and conditions of the Whitefish Municipal Code, and the ordinances and resolutions pertaining thereto, and the applicant hereby agrees to be bound by said terms and conditions, and this license is nontransferable, except that the applicant may apply to have the license transferred to a different business site upon paying the necessary transfer fee. The applicant agrees to not conduct, operate, transact, engage in or carry on any industry, trade, pursuit, profession, vocation, entertainment or business until the business license is issued. The applicant further certifies that the information given by the applicant is correct to the best of his/her knowledge.

 Applicant's Signature

 Date

 Title

Business License Fee Schedule ¹

Categories by Gross Business Square Footage ²

Business Type	0-499 square feet	500-1,999 square feet	2,000-5,999 square feet	6,000-9,999 square feet	Over 10,000 square feet
General & Professional:	\$80/ year	\$110/year	\$140/year	\$170/year	\$200/year

Additional Fees When Applicable:

Transfers	\$40
Late Fee: Renewal	\$40
Reinspection Fee:	\$55
After the Fact Application Fee	Equivalent to Applicable Annual Business License Fee
Short Term Rental Fee	\$400 + \$50 application fee

¹ New licenses issued after July 1 shall be assessed at ½ the regular rate.

² Gross business square footage means the sum of all floor space in square footage, including sales area, office, maintenance, inventory and all other space used in the operation of the business in the City, whether enclosed in a structure or not, except employee and customer parking.

Ordinance: A-420 (11-1-82); Amd. Ord. 89-9 (10-2-89); Amd. Res. 91-31 (8-13-91); Amd. Res. 93-2 (1-19-93); Amd. Res. 18-09 (2-5-18); Amd. Res. 21-47(11/15/21)

----- **For City Staff Use Only** -----

Filing Date: _____ **Amount Paid:** _____

Building Official: _____ **Date:** _____

Zoning Administrator: _____ **Date:** _____

Fire Marshal: _____ **Date:** _____

Disposition:
 Approved **Denied** **Date:** _____

License Denied (reason): _____

Appeal Filed (date): _____ **Council Action:** _____ **Date:** _____

License Number: _____ **Date Issued:** _____

Resort Tax: Yes _____ No _____