

City of Harrison - Business Registration & License Application

This application is for: _____ a new business license _____ a license renewal _____ a location change

If a relocation: Old address _____ Old Phone _____

Name of Business: _____ Type of Business: _____

Business Street Address: _____ Phone: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Website (if available): _____ Number of car parks: _____ handicap parks _____

Business Owner(s) Name: _____ Home Phone: _____

Home Address: _____ Preferred email address: _____

Emergency Contact Name: _____ Emergency Contact Phone: _____

Emergency Contact Address: _____

Total employees: 30+ hrs per week _____ Less than 30 hrs per wk _____ Building total Sq ft _____

Number of marked exits: _____ Number of fire extinguishers provided _____

Is a Fire protection system (fire alarm/sprinkler systems) provided? ___ yes ___ no

If assembly occupancy, is occupant load posted? _____ Is address clearly posted on the street side of structure? _____ (4" minimum height, contrasting color)

Building Owner(s) Name: _____ Owners Phone: _____

Owners Address: _____

List any special hazards and/or hazardous materials that may be associated with your business:

All public buildings within the City of Harrison are subject to fire prevention inspections at any given time, and any business license issued by the City of Harrison may be revoked if it is found a building is not in compliance with any portion of the City of Harrison Fire Prevention Code, and/or the Arkansas Fire Prevention Code. For any questions regarding fire prevention related subjects, please contact the Harrison Fire Department's Fire Marshal's Office at 870-741-2988

Signature: _____ Date: _____

The 2017-18 Business Licenses are valid for June 1, 2017 to June 1, 2018 and payment must be received no later than September 30 of the current license year.

After October 1, 2017 late payment penalties are: 0 – 30 days = 10%, 31 – 60 days = 30%, 61 – 90 days = 50%. Late payments in excess of 90 days are subject termination of water services, revocation of the business license and a fine of up to \$1,000.

License fees: Initial registration or relocation: \$35, renewal: \$20.

If mailing in a Business License Application, consider also sending in a copy of your business ‘floor plan’ to assist emergency personnel if called to your location.

Make checks payable to: City of Harrison.

Mail to: City of Harrison, c/o Harrison Regional Chamber of Commerce, 621 East Rush Avenue, Harrison, AR 72601.

If you have questions, you may contact the Chamber office 8am-5pm, Monday-Friday at 870-741-2659.