

# 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:

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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.**