



TOWN OF MILLVILLE
 36404 Club House Road, Millville, DE 19967
 TEL (302) 539-0449 FAX (302) 539-0879
 www.millville.delaware.gov

BUSINESS LICENSE APPLICATION

INSTRUCTIONS:

1. Complete all information, sign and submit this application along with required documentation and check payable to the TOWN OF MILLVILLE for the amount applicable (see #5 below) to the address above. Licenses will not be issued without this form, payment and other information required.
2. Please review Chapter 90-Licenses and Chapter 10-Clean Hands Policy on our website for complete information.
3. Submit a copy of your valid Delaware State Business License.
4. All CONTRACTORS are required to submit proof of liability insurance, issued in the name of the business.
5. FEE SCHEDULE:

Annual Business License	\$100
☞ Annual License if purchased after Nov. 1 st	\$ 50
Mobile Food Vendor Full-Year License	\$ 50
Temporary License (up to 30 consecutive days)	\$ 25
Late Fee if application is received after June 1 st	\$ 50
6. Business licenses run concurrent with the Town's fiscal year - May 1st thru April 30th. Renewal applications are automatically mailed out May 1st to the mailing address provided by the applicant and are by due June 1st
7. Working without obtaining the required business license is a violation of the Town Code and subject to penalties.
8. **ALL INFORMATION BELOW MUST BE COMPLETED OR APPLICATION WILL NOT BE PROCESSED.**

BUSINESS NAME			
DBA (IF APPLICABLE)			
NATURE OF BUSINESS			# OF EMPLOYEES
IF PARTNERSHIP OR CORPORATION: NAMES, ADDRESSES & PHONES OF INDIVIDUALS OR PRINCIPAL OFFICERS			
MAILING ADDRESS			
PHYSICAL LOCATION OF BUSINESS			
CONTACT PERSON		TITLE	
BUSINESS PHONE		FAX	
CELL PHONE		EMAIL	

I swear or affirm under penalty of perjury that the information on this application is true and correct and that a false answer can subject the application to denial or a license to be revoked.

Applicant's Signature: _____ Date: _____

TOWN OFFICIAL USE ONLY			
	I - _____	L - _____	
Amount: \$ _____	Check# : _____	Date: _____	
Town Official Approval: _____		Date: _____	