

City of Waldport
Business License Application

Business Name: _____
 Business Owner: _____
 Physical Address: _____
 Mailing Address: _____
 Email address: _____ Phone Number: _____
 Website: _____
 Type of Business: _____ Oregon Business Registry #: _____

Check one	License Fees:		
	Standard Business License	\$100.00	\$
	Non-Profit Business License 501c3 EIN: _____	Free	\$0.00
	Contractor CCB # _____	\$50.00	\$
	Mobile Vending and/or Food Truck	\$50.00	\$
	Home Based Business	\$50.00	\$
	Itinerant Merchant	\$50.00	\$
License Fee Total			\$

You are hereby notified that the payment of a tax, fee or charge does not entitle a business to operation in any particular location. All necessary licensing related to the business operation must be valid and remain current, and all Waldport Municipal Code provisions must be followed. Failure to adhere to these requirements, or making a false statement, may result in an administrative suspension or revocation of the license issued under WMC 5.04.037.

I hereby affirm that the above information is true to the best of my knowledge and belief.

The State of Oregon deems the above information Public Record.

Printed Name and Title

Signature and Date

Note that payment of your Waldport Business License fee is due July 1st of each year. Please complete this form, sign and send with correct remittance to: City of Waldport, PO Box 1120, Waldport, OR 97394.

Please see the back of this form for FAQ

For Official Use Only			
Received By:			Date
Recorder	OBR Check:	Issue Date:	
Planner	Approved	Denied	Date
Notes:			

Information and Frequently Asked Questions

Q: What is Oregon Business Registry (OBR) number and where can I get one?

A: Any business (other than that of a Sole Proprietor) which operates in the State of Oregon is required to obtain an OBR. Please visit this link to learn more about OBR.

<https://sos.oregon.gov/business/pages/default.aspx>

Q: Do I need a business license if I am ONLY selling at the Waldport Wednesday Market?

A: No, if your sales are strictly limited to the Waldport Wednesday Market, you do not need a business license and would be covered under their license.

Q: What qualifies as a Home Based Business:

A: A Home Based Business is one that is operated from the owner's home and does not have a 'brick and mortar' location.

Q: What qualifies as a Mobile Vendor or Food Truck?

A: A Mobile Vendor or Food Truck is one that can be moved and is on wheels, whether in a static location or set up at different locations at different times and does not have indoor space for patrons.

Q: What qualifies as a Itinerant Merchant ?

A : A Itinerant Merchant is one who sells goods or wares from a non-permanent business location.

If you have other questions, please contact us.

We're here to help you Monday – Friday 8:30am to 4:30 pm (closed federal holidays)

Waldport City Hall 541-563-3561