

City of Driggs
Business Registration Form

ONLY FOR BUSINESSES LOCATED IN CITY LIMITS

Please complete and return this form along with a \$80 fee to the City of Driggs, P.O.Box 48, Driggs, ID 83422, as required by Ordinance 404-20. The Fire Marshall and the City of Driggs Building Inspector may inspect all businesses associated with a physical location prior to issuance of registration. All registrations must be posted on site and renewed annually.

Name of Business: _____

Owner of Business: _____

Authorized Agent Completing Form: _____

Physical Address of Business: _____

Mailing Address of Business or Owner: _____

Business Phone: _____ Cell: _____ Email: _____

Name and Phone of Property Owner/Manager: _____

Mailing Address of Property Owner/Manager: _____

DESCRIBE THE NATURE OF THIS BUSINESS

Businesses selling items for human consumption must submit a copy of a State Health Certificate.

DESCRIBE ANY PLANS FOR CONSTRUCTION/REMODELING

A building permit and/or sign permit may be required.

Are you required to collect Idaho sales tax? _____

If yes, please fill out below:

The undersigned agrees to collect the following applicable taxes (check all that apply):

- One-half percent (0.5%) on all Retail Sales (all retail sales subject to taxation not included in the following three categories)
- One percent (1%) on all Prepared Foods (furnishing, preparing or serving food, meals or drinks directly consumed)
- Two percent (2%) on all Alcohol by the Drink (alcohol consumed on premises)
- Six percent (6%) on all Lodging (Hotels, Motels, Bed and Breakfast, Short Term Rentals, etc.)

Tax will be remitted for each calendar: Month _____ Quarter _____ Year _____

Taxes are due on or before the 20th day of the succeeding month to the City Clerk’s Office, PO Box 48, Driggs, ID 83422.

The undersigned hereby makes application for a Municipal Non-Property Sales Tax Permit as required under Ordinance No. 450-22 of the City of Driggs, Idaho and agrees to remit the above municipal tax using the same schedule as required for remittance of taxes to the Idaho State Tax Commission.

Will you sell beer, wine or liquor? _____ (If yes, please fill out the Alcohol Beverage License Application)

Approximate floor area of business: _____

Number of employees or anticipated number: _____ Full time: _____ Part time: _____

ADDITIONAL ITEMS NEEDED

Items to include with a New Business Registration or a Change of Address

- Site Plan showing property lines and off-street parking
- For multi-tenant commercial buildings, submit a floor plan showing your specific location and Suite

Signature: _____ Title: _____ Date: _____

For Office Use:

BUSINESS REGISTRATION # _____ Date Issued: _____ Signed: _____

Driggs City Clerk