



# BUSINESS LICENSE APPLICATION

YEAR \_\_\_\_\_

DEPARTMENT USE ONLY	
LICENSE NUMBER: _____	
<input type="checkbox"/> New License	<input type="checkbox"/> Renewal
<input type="checkbox"/> PTBT	<input type="checkbox"/> Sales Tax
DATE ISSUED: _____	

**Any individual, company or partnership that regularly engages in business activity in Whittier must have a business license for that activity. Business activity includes nonprofit as well as profit operations. A separate license is required for each business activity that falls within a different line of business. A business, which engages in several different activities in a single location, will need more than one business license. A business license is not transferable. If a business is sold, the new owner must purchase a new license. If you have any questions, call the City of Whittier (907) 472-2327 Ext 4.**

**Licenses issued for the period of two calendar years (January 1 – December 31)  
Licenses obtained any time during the year will expire on December 31 of the same year.**

**The non-refundable business license application fee is \$50.00** • Please make checks payable to **City of Whittier** or call (907) 472-2327 Ext. 201 to make a credit card payment

\*If your business is engaged in transporting passengers, you have the option of electing to have the Whittier Passenger Transportation Business Tax (PTBT Tax) apply to your business rather than the 5% Whittier sales tax.

Please check this box and complete the Application for Submission to the Whittier Passenger Transportation Business Tax if you wish to elect this option.

Note: You must have a valid Alaska state business license before a City of Whittier business license can be issued (please include a copy of your application).

**Business Name:** \_\_\_\_\_ **DBA:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**AK Business License Number:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Nature and description of business:** \_\_\_\_\_

**Will this business be selling liquor?**       YES       NO      **Estimated Sales: \$** \_\_\_\_\_

**Hotel/Motel/B&B?**       YES       NO      **Estimated Sales: \$** \_\_\_\_\_

Corporation or Limited Liability Company (LLC)  
Corporation Name: \_\_\_\_\_ EIN: \_\_\_\_\_

Sole Proprietorship  
Proprietor's Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Partnership, Limited Liability or Limited Partnership: Please provide the social security number of the primary partner and the names of the first two partners. If there are more than two partners, please attach a complete list of partner names.

Partner #1: \_\_\_\_\_ SSN: \_\_\_\_\_

Partner #2: \_\_\_\_\_ SSN: \_\_\_\_\_

**This application must be completed in its entirety.** This application must be signed and dated by the person completing this application on behalf of the business and must state the person's title or position in the business.

<b>I declare, under penalty of perjury, that this application is true and complete.</b>	
_____ <b>Printed Name</b>	_____ <b>Signature</b>
_____ <b>Title</b>	_____ <b>Date Signed</b>

**Send application to:**      **City of Whittier**  
P.O. Box 608  
Whittier, Alaska 99693

[cityclerk@whittieralaska.gov](mailto:cityclerk@whittieralaska.gov)  
**Phone:** (907) 472-2327  
**Fax:** (907) 472-2404