

**Business License Application  
City of Shepherdsville**

Visit us on the web at:  
[www.shepherdsville.net](http://www.shepherdsville.net)

PLEASE RETURN THIS FORM TO:  
City of Shepherdsville  
Att: Business License Dept.  
P.O. Box 400  
Shepherdsville, KY 40165

**Business Name:**

\_\_\_\_\_  
(Last Name, First Name – if Sole Proprietorship)

**Contact Name:** \_\_\_\_\_ **Contact Phone:** \_\_\_\_\_

**Doing Business as (D.B.A.):** \_\_\_\_\_  
(if different from BUSINESS NAME above)

**BUSINESS ENTITY TYPE:**

Sole Proprietorship/Single Member LLC \*S.S. # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Partnership  Corporation  S-Corporation  LLC  Non-Profit Corp. (501 C3)

\*FEIN # \_\_\_\_\_ - \_\_\_\_\_

**PRIMARY BUSINESS LOCATION ADDRESS – No P.O. Box Numbers:**

\_\_\_\_\_  
**BUSINESS MAILING ADDRESS:** \_\_\_\_\_  
(If different then primary business location)

**BUSINESS DESCRIPTION:** \_\_\_\_\_ **BUSINESS PHONE** \_\_\_\_\_

Business License Fee is \$100 a year, based on our fiscal year which is from July 1 of any given year thru June 30 of the following year. Example July 1, 2008 – June 30, 2009 After Jan, your license fee will be prorated, exp. Jan 2009 applicant would only pay \$50. Should you have any questions on calculation contact us at 502-543-2923.

Will you have any distributing/servicing/operating coin-operated amusement machines?  If Yes, how many?  \$10 per mach.

Will you have employees working in our city?  Yes  No If Yes, approx how many employees? \_\_\_\_\_  
If you have employees, you will be required to withhold 1% of wages paid and remit to the City of Shepherdsville quarterly.  
\*note\* Failure to send your form back to us within time allowed will result in penalties. Even if no wages were due for that quarter, A FORM MUST STILL BE SENT IN! *Applicants Initial here* \_\_\_\_\_

If you will not have employees but will have subcontractors, make note that ALL SUBCONTRACTORS MUST BE LICENSED AS WELL. *Applicant Initials here* \_\_\_\_\_  
Failure to comply with this ordinance No. 003-581 will result in penalties and fines.

Will you be serving food and or alcohol under this Business Entity that has applied for a license thru The City of Shepherdsville?  
 Yes  No  
If Yes, you will need another license and must complete a Food & Beverage License Application also.

Office use only: Account Number: \_\_\_\_\_ Amount Pd \_\_\_\_\_ Cash or Check# \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant or Authorized Representative Title Date