



**DRAPER CITY**

1020 East Pioneer Road  
Draper UT 84020

**Instructions for a Temporary Business License**  
**Draper City**

- Complete the Temporary Business License Application
- Obtain a Temporary Use Permit from the Planning & Zoning Department.
- Obtain a Temporary Sales Tax # (if applicable) and provide a copy.
- Please review Chapter 6-16 which applies to temporary uses permits. A copy is attached for your reference.
- Please obtain a sign permit pursuant to Chapter 9-26 of the Draper City Municipal Code if required. You may review this ordinance on our website [www.draper.ut.us](http://www.draper.ut.us).
- It may be necessary for you to complete a background check. Information is attached.

**Fees:**

**1-5 days; 6-10 days or 11- 90 days:**

**\$60.00**

**\$7.00 for each employee @ location**

**Clean-up fee if required-\$250.00 (refundable)**

**4 months or more:**

**\$80.00**

**\$7.00 for each employee @ location**

**Clean-up fee if required-\$250.00 (refundable)**

**Questions: Please call the Business License Official (801) 576-6530**

**Temporary Use Permit Fee - \$50.00. Please call 801-576-6551**

**Sign Permit Fee -based on type of sign and size allowed. Please call for Information-(801) 576-6551**

Please Print or Type Application



# BUSINESS LICENSE APPLICATION

Send all completed and properly signed forms (including attachments as necessary) to: Draper City Business Licensing, 1020 East Pioneer Road, Draper, UT 84020.  
Questions call (801) 576-6530.

**This form is an application for a business license. The actual license will be issued only when all inspections have been approved.**

## Section 1: Business Information

Name of Business:		
Previous Name of Business (if applicable)		
Type of Organization: (Include copy of Articles of Incorporation or Certificate of Organization & a copy of name registration with State of Utah) <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> LP <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other: _____		
This application is for: <input type="checkbox"/> New Business License <input type="checkbox"/> Alcohol License <input type="checkbox"/> Company Solicitor License <input type="checkbox"/> Individual Solicitor License <input type="checkbox"/> Name Change <input type="checkbox"/> Ownership Change <input type="checkbox"/> Location Change <input type="checkbox"/> Other: _____		
Location of Business:	Suite or Apt. #:	
City:	State:	Zip Code:
Contact Name:	Contact Title:	
Contact Phone:	Contact E-Mail:	

## Section 2: Business Owner Information

Business Owner:	Business Phone:
Previous Owner (if applicable)	

## Section 3: Business Mailing Address

*(This is the address where all license renewal forms will be sent)*

<input type="checkbox"/> Same as Section 1	Name:		
<input type="checkbox"/> Send all correspondence to			
Address:	City:	State:	Zip:

## Section 4: Business License Details (see page 2 for further information)

License Type (Category Name) _____	Classification (circle one) In Jurisdiction    Home Occupation    Out of Jurisdiction
NAICS Code: _____	Temporary    Seasonal    Single Event
DABC Classification (if applicable) _____	
Sales Tax #: (if applicable)	Federal Tax I.D. #:
Projected Opening Date for Business:	Temporary/ Business Dates: ___/___/___ to ___/___/___

### Detailed Description of Business:

# of Owners \_\_\_\_\_ # of Employees \_\_\_\_\_

All information must be accurately completed or the issuance of a license will be delayed. It is a Class "B" Misdemeanor to own or operate a business in Draper City without a current Business License. I/we hereby agree to conduct said business strictly in accordance with the laws and ordinances covering such business, and swear under penalty of law that the information contained herein is true.

**Owner/Agent:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Title:** \_\_\_\_\_

All information requested in the application must be completed. Draper City shall not be responsible for delays in processing an incomplete application. The application you are submitting is subject to the provisions of the Utah Government Records Access and Management Act (GRAMA). If you are an "at-risk government employee" as defined in Utah Code Ann. § 63G-2-303, please inform the city employee accepting this application.

## **Section 4: Business License Details (Additional Information)**

### **North American Identification Classification System (NAICS)**

#### **What is a NAICS Code?**

A NAICS (pronounced NAKES) Code is a classification within the North American Industry Classification System. The NAICS System was developed for use by Federal Statistical Agencies for the collection, analysis and publication of statistical data related to the US Economy.

It was adopted in 1997 to replace the Standard Industrial Classification (SIC) system in cooperation with the statistical agencies of Canada and Mexico. Their goal was to establish a North American standard. They developed the NAICS as the first economic classification system based on a single economic concept.

#### **How do I get a NAICS Code?**

NAICS is a Self-Assigned System; no one assigns you a NAICS Code. What this means is a company selects the code that best depicts their primary business activity and then uses it when asked for their code. If your Business Activities include more than one Unique Line of Business, you may want to use more than one NAICS Code. You can use our Site to [view the Available NAICS Codes](#), as well as use our Keyword search to guide you to the correct NAICS Codes. If you need assistance determining an appropriate NAICS code for your Business Entity, you can contact the Census Bureau at **1-888-756-2427** or **NAICS@census.gov**. The Census Bureau is the Authority in such matters.

#### **License Type List**

<u>Category Code</u>	<u>Category Name</u>
11	Agriculture, Forestry, Fishing and Hunting
21	Mining
22	Utilities
23	Construction
31-33	Manufacturing
42	Wholesale Trade
44-45	Retail Trade
48-49	Transportation and Warehousing
51	Information
52	Finance and Insurance
53	Real Estate Rental and Leasing
54	Professional, Scientific, and Technical Services
55	Management of Companies and Enterprises
56	Administrative and Support and Waste Management and Remediation Services
61	Educational Services
62	Health Care and Social Assistance
71	Arts, Entertainment, and Recreation
72	Accommodation and Food Services
81	Other Services
92	Public Administration