



Richland County Business Service Center

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<http://www.rcgov.us/bsc>

BUSINESS PERMIT APPLICATION

This application is to operate for a single, annual event, not to exceed ten calendar days.
 (Event: participation by exhibitors or others where displays are established in individual booths or stalls to present goods or services offered for sale, rent or promotional purposes or for exhibitors' general goodwill.)

A Special Events Permit may be required; applications are available at the Ombudsman's Office.

Business Information

1. Corporate Business Name _____
2. Doing Business As (if different) _____
3. Type of Business Ownership Corporation Partnership LLC
 Sole Proprietor Other _____
4. Date Business Started _____
5. Local Business Phone _____ Emergency Phone _____
6. 2012 NAICS Code _____ (see <http://www.census.gov/naics/> for assistance)
7. Physical Location: _____
8. For new businesses – Projected *gross* revenue for this event: \$ _____
 For businesses getting first business license – *gross* revenue from event last year: \$ _____
9. If this business is the organizer of the event, estimated number of exhibitors: _____

Owner Information

1. Owner(s) Name _____
2. Federal ID # or SSN _____
3. Mailing Address _____
4. Work Phone _____ Emergency Phone: _____
5. E-mail _____
6. Is this person responsible for the business license? Yes No
7. If no, print the name, title and phone number of that person: Name: _____
 Title: _____ Phone: _____

Event Information

1. Type of Event: Carnival, fair, circus Antique show Craft show
 Trade/business show Food festival/competition
 Other (describe) _____
2. Name of Event: _____
3. Location of Event: _____
4. Length of Event: _____ days Start Date: _____ End Date: _____
5. Type of merchandise to be sold (or service promoted): _____

NOTE: Inspections and audits may be conducted during or after the event to ensure compliance and accuracy.