

CITY OF MEDFORD

Business Licenses
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Medford, Oregon 97501
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www.medfordoregon.gov



APPLICATION FOR BUSINESS AND REGULATORY LICENSES Home Based Business

The Medford Code requires annual licensing of each business operating in the city. Applicant must notify the city within 30 days of any change in application information and keep all necessary county/state/federal licenses and permits current. Failure to do so will be treated as a misrepresentation and may result in revocation of license. **If some of the requested information on this form does not apply to your business, please write "N/A" on the space provided.*

Start date at this location _____

CHECK ONE: Is your home INSIDE the city limits of Medford? OUTSIDE the city limits of Medford?

Name of Business _____

Owner(s) of Business & Date(s) of Birth:

Name: _____ DOB: ____/____/____

Name: _____ DOB: ____/____/____

Business Address _____
Street Address City State Zip Code

Mailing Address _____
Street Address City State Zip Code

Business Phone _____ Private Phone _____ Other _____

Emergency Phone Number (required): _____ Email address: _____

Oregon Construction Contractor# _____ Oregon Landscape Contractor# _____ Expire ____/____/____

Please describe the business activity and any accessory business activity _____

*No. of Employees including Owners _____ *Name of Business Manager: _____

*Square footage used for your business - not to exceed 10% of the existing dwelling (Home Based Agreement #9) _____ sq. ft.

If inside the city limits of Medford: I have signed the **Home Based License Agreement** and will abide by the terms _____ (Initial)

All activities associated with, and occurring at, the above listed business location within the city limits of Medford, Oregon are in compliance with municipal, state and federal laws and ordinances. Yes No

*I understand that the approval of an associated Building Application and/or Building Permit does not imply a favorable endorsement for a Business License.

*The undersigned applicant attests that the facts stated herein are true as I reasonably believe. I understand that this is a "sworn statement" and that any material misrepresentation contained herein will be cause for denial or revocation of license.

Signature: _____ Title: _____ Date _____

DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY

Business License #	License Fee	\$ _____
_____	Additional Fees	\$ _____
_____	TOTAL	\$ _____

Receipt Date _____
Paid: _____
Initials: _____