



CITY OF HYATTSVILLE

4310 Gallatin Street
Hyattsville, Maryland 20781
(301) 985-5000
www.hyattsville.org

FY 2019/2020

APPLICATION FOR BUSINESS LICENSE

BUSINESS INFORMATION			
Business Name:			
Corporate Name:			
Business Address:			
Business Phone:			
Business Licensing Email:			
BUSINESS OWNER INFORMATION			
Name:			
Address:			
Phone:			
E-mail:			
Corporate Manager Phone:		Corporate Manager Email:	
LICENSING INFORMATION			
Prince George's Co. Certificate of Occupancy Permit #:			
State Trader's License #:			
MD Business Personal Property/Department Tax ID #:			
Refer Use & Occupancy (U&O) questions to Prince George's County Permits at (301) 883-3820			
Refer State Trader's License questions to License Bureau of the Comptroller's Office at (410) 260-6240			
Refer Maryland Department Identification number questions to MD Dept. of Taxation at (410) 767-1350			
EMERGENCY CONTACT INFORMATION			
Name:			
Address:			
Phone:			
Email:			
APPLICANT SIGNATURE			
Signature:		Date:	
APPLICATIONS MUST BE FILLED OUT COMPLETELY WITH FEE AND SIGNED IN ORDER TO BE PROCESSED If you are renewing your business license, it is due by June 30 th of each year. Applications received after this date will be considered delinquent under Chapter 48 of the City of Hyattsville Charter and Code. In accordance with Chapter 48-7, this offense carries a fine of \$500.00 per day. IF YOU HAVE QUESTIONS REGARDING YOUR APPLICATION, CONTACT CHRISTINE REDMAN AT (301) 985-5014.			



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BUSINESS CLASSIFICATION & LICENSE FEE RATES

BUSINESS CLASSIFICATION CLASS 1	LICENSE FEE RATE	\$100.00
Mall/outdoor kiosks (defined as a free-standing semi-permanent display without walls. Businesses within (Salon Plaza 2970 Belcrest Drive, Phoenix Salon 3704 East West Highway, 4318 Gallatin Street)		
BUSINESS CLASSIFICATION CLASS 2	LICENSE FEE RATE	\$175.00
Retail or wholesale food, meat, produce, seafood, dairy products, bakeries, drug stores, convenience stores, hardware, paint, florists, jewelers, floor service, clothing, glass companies, furniture, dry cleaning, laundromat, carpet cleaning, appliance sales/service, barber shop, beauty shop, upholsterer, tailor, shoe repair, funeral home, car wash, optical, photography studio, exterminator, fire extinguishers/smoke detector sales/service, heating/air conditioning contractors (excluding on-site storage yard see industrial classification), fitness salon or health spa, all business offices, including professional offices (each separate firm or organization in every building) and other general merchandise not specifically listed with interior square feet of <u>less than 10,000 square feet</u>		
BUSINESS CLASSIFICATION CLASS 3	LICENSE FEE RATE	\$275.00
Private education institutions (including nursery school or licensed day care centers), nursing and convalescent care homes, restaurants, and newspaper publishing		
BUSINESS CLASSIFICATION CLASS 4	LICENSE FEE RATE	\$300.00
All motor vehicle repair, paint/body shops, new/used car, boat, recreational vehicle sales (including trailers), boat sales, new/used auto parts sales, gas stations, banks, trust companies, savings and loan, loan companies (payday loans), industrial establishments, manufacturing or rebuilding plants, warehouses, contractor yards, machine/welding shops, recreational establishments including movie theaters, bowling alleys, arcades, and billiards (except as an accessory to a restaurant)		
BUSINESS CLASSIFICATION CLASS 5	LICENSE FEE RATE	\$425.00
Big box, department, clothing, retail, furniture, fitness gym, heating/AC \$425.00 service contractors, warehouses, manufacturing plants, laundromats, grocery, hardware stores, and any other general merchandise store with an interior area of <u>over 10,000 square feet</u>		