

# Town of Wilkesboro

Office Use Only

## Privilege License Application

Date:
Lic. #

Applications should be mailed/delivered to: P.O. Box 1056 / 203 West Main St., Wilkesboro, NC 28697

**It is a four step process to obtain a business license in the Town of Wilkesboro: Zoning and Compliance, Fire Inspection, Utility Connection and Business License in that order.** Each process must be completed and all fees associated must be paid in full before issuance of a business license. No business can be conducted within the Town limits without a Business License, this includes but not limited to non-resident businesses.

Business Name:	Phone #:	
Physical Address:	Fax #:	
City, State, Zip:		
Mailing Address:		
City, State, Zip:		

Fed Tax I.D.#:	State Sales Tax I.D. #:	
State Contractor Lic. Held:	License #:	
Business License Contact:	Phone #:	
Business Owner's Name:	Phone #:	

Landlord's Name:	Phone #:	
Landlord's Address:		

Is your business located inside Wilkesboro Town Limits?	Yes	No			
Does your business have more than one location in the Town of Wilkesboro?	Yes	No			
Type of Business:	Sole Prop.	Partnership	Corp	LLC	Home Based Occ.
Do you sell alcoholic beverages?	Beer	Wine	Both		
Is alcohol sold for consumption:	On Premise	Off Premise	Both		

**Completely describe your business. Include all activities. Attach additional sheets if necessary:**

### Please Note:

This form and required attachments must be legibly completed in full and signed.

Any changes to ownership, address, etc... should be reported within ten (10) business days. A \$5.00 fee will be charged to reissue the license reflecting these changes.

Privilege Licenses are not transferrable

Failure to obtain a license can lead to monetary and/or civil penalties under NC Statute 160A-207 and may lead to the closing of your business as well as criminal prosecution.

**If your firm qualifies for filing based on gross receipts, you MUST supply the Town with verification of those receipts such as state or federal tax returns**

## Privilege Licenses set by NC General Statutes (GS 160A-211)

Listed below are four Fee Schedules "A", "B", "C", "D". Please review each for the fees that may apply to your business activities. Note: Some businesses with various types of activities may be required to pay a fee under more than one section of this Business License Fee Schedule.

### Schedule "A"

**The following business activities are exempt from the Town's Privilege License Fee.  
Applicant must present a State issued license for each activity**

Accountants	Dentists	Pest Control
Architects	Embalmers	Pharmacist
Attorneys	Engineers	Photographers
Auctioneers	Healers	Physician/Surgeons
Automatic machines	Home Inspector	Private Detectives
Bail Bondsmen	Insurance company	Railway Companies
Banks	Land Surveyors	Real Estate Agents
Breweries	Massage Therapist	Real Estate Appraisers
Burglar alarms dealers	Motor Fuels/Distributor/Wholesale	Savings & Loan Assoc.
Bus Companies	Office equipment/Retail/Wholesale	Telephone Companies
Chiropodists	Opticians	Trucking Companies
Chiropractors	Optometrists	Users of Newsprint
Computer retail/rental	Osteopaths	Veterinarians
		Wineries

### Schedule "B"

Schedule "B" Activity	Select X	Fees	Gross Receipts from Activity
Advertising/Outdoor		\$ 35.00	
Auto/Accessories Retail		\$ 12.50	
Auto/Accessories Wholesale		\$ 37.50	
Auto Service Station		\$ 12.50	
Auto Dealer/New or Used		\$ 25.00	
Auto Dealer/Seasonal, Temporary, Transient		\$ 300.00	
Motorcycle Dealer		\$ 12.50	
Barber/Beauty/Cosmetologist/Manicurist (per booth)		\$ 2.50	
Billiard/Pool Tables		\$ 25.00	
Bicycle Sales/Supplies/Accessories		\$ 25.00	
Bowling Alley (per lane)		\$ 10.00	
Campgrounds/Trailer Parks		\$ 12.50	
Chain Stores		\$ 50.00	
Collecting Agency		\$ 50.00	
Contractor/Air Conditioning		\$ 50.00	
Contractor/Electric		\$ 50.00	
Contractor/General Construction		\$ 10.00	
Contractor/Heating		\$ 50.00	
Contractor/Plumbing		\$ 50.00	
Drive-In Theaters		\$ 100.00	
Dry Cleaners		\$ 50.00	
Electronic Game Room (per machine)		\$ 5.00	
Elevators/Automatic Sprinkler		\$ 100.00	

Employment Agency		\$ 100.00	
Firearms Dealers		\$ 50.00	
General Amusements (per day)		\$ 25.00	
Going out of business sale(30 day, 3 renews)		\$ 50.00	
Hotels/Motels (1.00 per room/25.00 min.)		\$ 1.00	
Ice Cream retailer		\$ 2.50	
Ice Cream Manufacturers/Wholesale (per freezer)		\$ 12.50	
Itinerant Merchant/see ordinance		\$ 100.00	
Laundromat (see blue book)		\$50/\$100	
Loan Agency/Broker/Check Cashing		\$ 100.00	
Movie Theaters/each screening room		\$ 200.00	
Music Machine/Juke Box (per machine)		\$ 5.00	
On-Premises Malt Beverage		\$ 15.00	
Off-Premises Malt Beverage		\$ 5.00	
On-Premises Unfortified Wine, Fortified Wine, or Both		\$ 15.00	
Off-Premises Unfortified Wine, Fortified Wine, or Both		\$ 10.00	
Pawnbrokers		\$ 275.00	
Peddler of Farm Products Only		\$ 25.00	
Peddler on Foot		\$ 10.00	
Peddler with Vehicle		\$ 25.00	
Piano/Organ Tuners/TV/Radio Repairs		\$ 5.00	
Restaurants/Cafeterias (seating less than 5)		\$ 25.00	
Restaurants/Cafeterias (seating more than 5)		\$ 42.50	
Security Guard/Patrol		\$ 100.00	
Specialty Market Operator/Trade Show		\$ 200.00	
Sundries		\$ 4.00	
Tobacco Warehouse/Leaf		\$ 50.00	
Undertaker/retail sale of Coffins		\$ 50.00	
Video games in Grocery Stores, etc.		\$ 5.00	
Video Rental/Sales		\$ 25.00	
Weapons/other		\$ 200.00	
<b>Schedule "B" - Sub totals</b>			

<b>Schedule "C" - Business License Fees Based on Town Ordinance</b>			
Bar/Lounges		\$ 250.00	
Cabaret and/or Club		\$ 500.00	
Dance Hall and/or Studio		\$ 100.00	
Day Care Centers- 0-49 child/person		\$ 50.00	
Day Care Centers - 50-99 child/person		\$ 100.00	
Day Care Centers - 100-149 child/person		\$ 200.00	
Day Care Centers - 150-199 child/person		\$ 300.00	
Day Care Centers - more than 200 child/person		\$ 400.00	
Internet Sweepstakes -- \$2600.00 per location/one terminal		\$ 2,600.00	
each additional terminal is charged at \$1000.00 - # terminals		\$1,000.00	
Manufacturer/Processing/ Call Centers 0-500 employees		\$ 100.00	
Manufacturer/Processing/Call Centers 501-1000 employees		\$ 150.00	
Manufacturer/Processing/Call Centers over 1001 employees		\$ 200.00	
Packing Houses/Meat (GS 105-70)		\$ 125.00	
Palmist/fortunetellers (GS 105-58)		\$ 500.00	
<b>Schedule "C" - Sub Totals</b>			

**Schedule "D"- Gross Receipts Fee Table (copy of state tax form required)**

General Business/Retail Flat Fee for----- \$0.00 - \$500,000.00		\$50.00	
General Business/Service Flat Fee for----- \$0.00 - \$500,000.00		\$50.00	
<b>\$500,000.00 AND OVER NO CAP (.40 PER ADDITIONAL \$1000.00)</b>			
For Receipts over \$ 500,000.00 use formula below (see example)			
\$ 50.00 for 1st \$ 500,000 + .40 per additional \$ 1000.00			
1. Gross Receipts		\$	589,830.00
2. Round up to next thousand		\$	590,000.00
3. Subtract Gross Revenue from Schedule "B" (if any)		\$	
4. Subtract 1st \$500,000.00		\$	500,000.00
<b>Taxable Gross Receipts</b>		\$	<b>90,000.00</b>
5. Divide by 1000		\$	90.00
6. Multiply by .40		\$	0.40
Subtotal		\$	36.00
Add \$50.00 flat fee		\$	50.00
<b>Total Amount Due for Privilege License</b>		\$	<b>86.00</b>

**Gross Receipts Calculation**

	Sales	Service
1. Total Gross Receipts	\$	\$
2. Round up to next thousand	\$	\$
3. Subtract Gross Revenue from Schedule "B" (if any)	\$	\$
4. Subtract 1st \$500,000.00	\$	\$
Add Gross Receipts for Sales and Service		\$
5. Divide by 1,000		
6. Multiply by 0.40		
Gross Receipts Subtotal (if any)		\$
Add general business flat fee (if any)		\$
Add subtotal from Schedule "B"		\$
Add subtotal from Schedule "C"		\$
<b>Amount Due for Privilege License</b>		<b>\$</b>

The undersigned applicant certifies that the information provided within this application is correct and accurate.  
 The applicant acknowledges that his/her privilege license is subject to suspension or revocation if false or misleading information is provided.

<b>Signature:</b>	<b>Date:</b>
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**~~~Town Use Only~~~**

Activity	License Fee
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
<b>Total Fee Due</b>	_____
Zoning and Compliance	Approve _____
Fire Inspection	Approve _____
Utility Connection	Approve _____