

**TOWN OF SEABROOK ISLAND**

**2001 Seabrook Island Road  
Seabrook Island, SC 29455**

Office (843) 768-9121

Fax (843) 768-9830

**2010**

**ANNUAL BUSINESS LICENSE**

Valid January 1<sup>st</sup> thru December 31, 2010

A business license is required before conducting business, proposals of work or the purchase of commercial vehicle passes. Non-compliance of the business license ordinance may result in a Municipal fine.

(Check One) New License \_\_\_\_\_  
Renewal \_\_\_\_\_ 5% late penalty after January 31, 2010

**Business Name:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

\_\_\_\_\_ Check here if this is a change or correction to the mailing address

**Mailing Address:** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **zip code** \_\_\_\_\_

**Contact person for Business License:** \_\_\_\_\_

**Owner / Location Manager:** \_\_\_\_\_

**Trade/Occupation:** \_\_\_\_\_ **Rate Class** \_\_\_\_\_

Contact Town Hall 843-768-9121 or refer to the prior year Business License for rate classification

**Class 8 Contractors and Sub Contractors:**

- A **Certificate of General Liability Insurance** is required for all Contractors and Sub-contractors. Business License is not valid without general liability insurance certificate. The Certificate should be mailed with the application or faxed to **768-9830**.
- **Contractors should include a detail of work scope when applying for a permit.**

Classes 1 –7 complete lines A, B and C

**A.** Total Gross Income for preceding calendar year \$ \_\_\_\_\_

**B.** Allowable Ordinance Deductions \$ \_\_\_\_\_  
(Gross income from other Municipalities)

**C.** **Gross Income for Seabrook Island only** \$ \_\_\_\_\_

**Federal I.D. number / Social Security:** \_\_\_\_\_

The IRS has issued a ruling that a copy of your federal income tax return may be attached to your business license application. You may do so, but you are not required to attach your federal return unless a specific request is made for audit purposes. I (we) do hereby certify that the information given in this application is true and that the gross income is accurately reported, or estimated for a new business without deductions. I am aware that all ordinances relating to the building, electrical, plumbing, fire and zoning codes must be complied with before this license can be issued. A complete copy of the Business License handbook is available upon request.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**License Fee** \$ \_\_\_\_\_

**Late Penalty 5% of the license fee per month after 1/31/10** \$ \_\_\_\_\_

**Business license decals (add \$1 per vehicle)** \$ \_\_\_\_\_

**Total license fee** \$ \_\_\_\_\_

# **Town of Seabrook Island**

2001 Seabrook Island Road

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Phone: 843-768-9121

Fax: 843-768-9830

8 a.m. to 4 p.m.

**To: Companies and Individuals conducting business within the Town of Seabrook Island**  
**Subject: 2009 Annual Business License Renewal**

Every person engaged or intending to engage in any calling, business, occupation or profession within the Town limits must obtain a Seabrook Island business license. **Applications received after January 31, 2009, are subject to a 5% late penalty based on the total license fee.**

Please be advised business license vehicle stickers are required on all **W-2** employee vehicles and company vehicles. The cost of the business license sticker is **\$1.00** per vehicle. Business License decals should be affixed to the left side of front windshield.

## **Class 8**

### **General Contractors and Sub-Contractors**

#### **Licensing and Permit Requirements**

- A minimum license is required for all General Contractors and Sub-Contractors before giving estimates or proposals of work or purchasing security passes
- When applying for a business license, proof of insurance is required for all contractors and sub-contractors. General Liability is a minimum requirement and a Certificate of General Liability must be provided. When State law requires Workers Compensation insurance coverage, a Certificate of Workers Compensation should also be provided.
- General Contractors constructing "*Spec Houses*" for the purpose of real estate sales are required to maintain a Class 7 business license and report on the gross sale amount for licensing purposes.

## **CLASSES 1 --7**

Complete financial sections A-C of the application form based on the previous years income.

**If you are unable to determine the proper licensing class, please refer to the business license of the prior year or call the Town Hall (843) 768-9121.**

## **Rates Established**

### Section 21

#### **BASE FEE**

Gross Income \$0 -- \$2,000.00

Over\$2,000 ---1 Million

#### CLASS

1.	\$30.00
2.	\$35.00
3.	\$40.00
4.	\$45.00
5.	\$50.00
6.	\$55.00
7.	\$60.00
8.	\$60.00

#### RATE PER THOUSAND

\$1.25
\$1.50
\$1.75
\$2.00
\$2.25
\$2.50
\$2.75
\$1.50