



**CITY OF SOUTH CHARLESTON**  
P.O. BOX 8597  
SOUTH CHARLESTON, WEST VIRGINIA 25303  
Phone (304) 720-5985 • Fax (304) 720-5989  
www.cityofsouthcharleston.com

Frank A. Mullens, Jr., Mayor

**DEPARTMENT OF FINANCE AND ADMINISTRATION**  
**APPLICATION FOR MUNICIPAL LICENSE**

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

Owner's Name: \_\_\_\_\_

Location Address: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

Federal ID Number: \_\_\_\_\_

Owner's Social Security Number: \_\_\_\_\_

Date Bus. Started \_\_\_\_\_ State Lic. #: \_\_\_\_\_

Previous Owner: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Form of Business (Partnership, Corp, Etc.): \_\_\_\_\_

If Alcoholic Beverages Will Be Sold:  
Will They Be Sold For Consumption On Premises \_\_\_\_\_

Alcohol Control License Number: \_\_\_\_\_

Name and Address of Owner of any Coin Operated Devices On Premises: \_\_\_\_\_

\_\_\_\_\_

If You Are Renting Your Business Location Monthly Rent: \_\_\_\_\_

Name and Address of Property Owner: \_\_\_\_\_

\_\_\_\_\_

Will You Be Utilizing The City's Commercial Refuse Services? \_\_\_\_\_

RETURN THIS FORM WITH PAYMENT TO THE ABOVE ADDRESS-ENSURE THAT ALL  
INFORMATION IS COMPLETE AND CORRECT-PLEASE MAKE A COPY FOR YOUR RECORDS

Signature \_\_\_\_\_

Date \_\_\_\_\_

## LICENSE FEES

(Check all that apply)

Service And All Other \$15 \_\_\_\_\_

General Store \$15 \_\_\_\_\_

**Beer:**

Distributor \$250 \_\_\_\_\_

**Retailer:**

Class A Private \$100 \_\_\_\_\_

Class B Warm Carryout \$15 \_\_\_\_\_

ClassB-2  
Warm & Cold Carryout \$100 \_\_\_\_\_

Brewer \$500 \_\_\_\_\_

**Wine:**

Distributor \$1250 \_\_\_\_\_

Retailer \$150 \_\_\_\_\_

Wine Tasting \$50 \_\_\_\_\_

**Clubs:**

Fraternal \$375 \_\_\_\_\_

Non Profit \$375 \_\_\_\_\_

Less Than 1000  
Members \$500 \_\_\_\_\_

More Than 1000  
Members \$1250 \_\_\_\_\_

**Retail Liquor:**

Class A \$1500 \_\_\_\_\_

Class B \$500 \_\_\_\_\_

Theaters \$100 \_\_\_\_\_

**Hawker & Peddler:**

On Foot \$10 \_\_\_\_\_

1/2 Ton Truck \$15 \_\_\_\_\_

! Ton truck \$50 \_\_\_\_\_

2 Ton Truck \$100 \_\_\_\_\_

Each Additional Ton \$100 \_\_\_\_\_

**Itinerant Canvassers**

Door-To-Door \$5 \_\_\_\_\_

Telephone \$5 \_\_\_\_\_

Itinerant Vendor \$500 \_\_\_\_\_

**Miscellaneous:**

Dry Cleaners \$15 \_\_\_\_\_

Collection Agency \$100 \_\_\_\_\_

Employment Agency \$100 \_\_\_\_\_

Fortune Teller \$200 \_\_\_\_\_

Pawn Broker \$100 \_\_\_\_\_

Trading Shop \_\_\_\_\_

Redemption Shop \$175 \_\_\_\_\_

**Coin Operated Laundry:**

General License \$15 \_\_\_\_\_

**Vending Machines:**

10 Cents # \_\_\_\_\_ x 10.00 \_\_\_\_\_

+10 Cents # \_\_\_\_\_ x 12.50 \_\_\_\_\_

More Than 20 machines \_\_\_\_\_ \$250 \_\_\_\_\_

**Amusement:**

**Electronic Games**

# \_\_\_\_\_ x 12.50 \_\_\_\_\_

**Video Games**

# \_\_\_\_\_ x 12.50 \_\_\_\_\_

Pool Table \$25 \_\_\_\_\_

Each Additional \$15 \_\_\_\_\_

**License Fee Total: \$ \_\_\_\_\_**