THE HOPI TRIBE
OFFICE OF REVENUE COMMISSION
P.O. BOX 123
KYKOTSMOVI, ARIZONA 86039
PHONE: (928) 734- 3172 • FAX: (928) 734-3179

DATE STAMP
2012
BL #:
OFFICE USE ONLY

PLEASE CHOOSE ONE OF THE FOLLOWING:

☐ NEW BUSINESS APPLICANT ☐ LICENSE RENEWAL PREVIOUS BUSINESS LICENSE #: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER (EIN): _____

Business Name: _____

ENTER THE NAME YOU WILL BE DOING BUSINESS AS. / YOU MUST OPERATE AND ADVERTISE WITH THE EXACT NAME LISTED.

MAILING ADDRESS:

_____
P.O. BOX OR STREET ADDRESS

_____
CITY STATE ZIP

PHYSICAL ADDRESS:

_____
STREET ADDRESS

_____
CITY STATE ZIP

TELEPHONE NUMBER: _____ FAX NUMBER: _____

OWNERSHIP INFORMATION: PLEASE CHOOSE ONE OF THE FOLLOWING

☐ SOLE PROPRIETOR ☐ PARTNERSHIP ☐ CORPORATION ☐ LLC ☐ LLP ☐ LP ☐ OTHER

*If OTHER, please provide explanation: _____

CONTACT PERSON: _____ TITLE: _____

PHONE #: _____ EMAIL ADDRESS: _____

Name(s) of Owner(s) OR Entity Name: _____

_____

Clearly print name of Sole Proprietor (one individual owner) OR all partner names if a partnership (if necessary, list all partners on a separate page) OR Entity name if a Corporation, LLC, LLP, or LP.

What type of business will you be doing on the Hopi reservation? _____

_____

Will your business operate from a fixed location on the Hopi Reservation? ☐ YES ☐ NO

If yes, please provide a copy of a lease agreement and/or a space lease agreement or any other document which entitles your business to occupy the space/area from which your business will operate from. A separate applicaton packet and lease information must be submitted for each separate location.

BUSINESS LICENSE FEE: Make check or money order payable to: **The Hopi Tribe • Office of Revenue Commission**

Fee is based on gross revenue obtained on the Hopi reservation the previous year. Please submit fee according to fee schedule.

Gross Revenue	FEE
Less than $99,999.00	$200.00
$100,000.00 - $399,999.00	$300.00

Gross Revenue	FEE
$400,000 -$649,999	$400.00
$650,000 - higher	$500.00

FOR OFFICE USE ONLY
Fee paid: _____ Date Paid: _____ Receipt #: _____
HEPO Approval Date: _____ Date Issued: _____
ORC Approval Signature & Date: _____
Comments: _____

BUSINESS LICENSE APPLICATION

THE HOPI TRIBE
P.O. BOX 123
KYKOTSMOVI, ARIZONA 86039
PHONE: (928) 734-3172 • FAX: (928) 734-3179

Business License #
2012
Office Use Only

Privately Hopi Owned Business Applicants: Please complete the following

What percentage (%) of the business is owned by an enrolled member of the Hopi Tribe: _____

Hopi Owner(s) Enrollment Card Number: _____

Businesses owned/operated wholely by a Village or orgnization of the Hopi Tribe DO NOT need to complete this section.

Food Establishments and/or Food Vendors: Please initial the following

_____ I have included a copy of a Sanitation Permit issued by the Office of Environmental Health.

_____ I have included copies of Food Handler's Permits for all employees.

_____ I have reviewed Ordinance 12 and agree to comply with all provisions of Ordinance 12.

I, hereby authorize the Office of Revenue Commission to release my business information to any person inquiring about business related activity ONLY: ☐ **Yes** ☐ **No**

*Please note: The Commission will provide general information, but will ***not*** refer any business to anyone.

Business License Packet Checklist: Please initial next to each. A line not initialed may delay the process.

_____ I have included evidence of current Certificate of Liability insurance.
*This does not apply to "Hopi" owned business license applicants.

_____ I have included a check or money order in the amount that applies to my business according to the fee schedule. "Hopi" owned business license applicants shall pay a business license fee of ten dollars ($10.00).

_____ I have contacted the Hopi Environmental Protection Office (HEPO) at (928) 734-3632.

_____ I understand that once issued, a business license is valid until December 31st of the year it is issued for and should I wish to continue operating on the Hopi reservation, I must apply for and obtain a license every year.

_____ I understand that the business applicant may not conduct any business on the Hopi reservation until a business license is granted by the Hopi Tribe - Office of Revenue Commission.

I hereby agree to comply with Ordinance No. 17 of the Hopi Tribe and all Village policies that pertain to business activity. I further understand that if my business operations involve the preperation and/or the sale of food for the consumption of the general public, that I will comply with Ordinance No. 12 of the Hopi Tribe. I agree to not engage in any business activity until I have obtained a business license certificate signed by the Chief Revenue Officer or his/her designee. I understand that operating a business on the Hopi reservation is a privilege and my privileges may be revoked for non-compliance of any ordinance and/or policy of the Hopi Tribe. I hereby certify that the information provided in this application and other documents requested is true and correct to the best of my knowlege and any false information knowingly provided by me may lead to prosecution in the Hopi Tribal Court and may result in penalties which may include revocation of my license under the provisions of Ordinance No. 17 and No. 12.

_____ Applicant Signature

_____ Date

lk 3/26/2012