



Office of Revenue Commission

P.O. Box 123 / 1 Main Street

Kykotsmovi, AZ 86039

Phone: (928)734-3172 • Fax: (928) 734-3179

Application Process & Requirements

1. **LICENSING FEE(S):** Pay the Regulatory license fee prior to start of the Project. Fee is based on Gross Revenue or total contract amount (**Does not apply to New 1st time Business, Excluding Construction or awarded contracts**)

PAYABLE TO:

The Hopi Tribe, Office of Revenue Commission

P.O. Box 123

Kykotsmovi, Arizona 86039

2. **TERO:** The Office of Revenue Commission recommends that each business, regardless of scope of work or service, contact the Tribal Employment Rights Office, (TERO), to satisfy both offices requirements.
3. **DOCUMENTS:** Other supporting documents are required, i.e; **W-9, Contracts, Agreements, Purchase Orders, Leases, Maps, Etc.**
4. The Office of Revenue Commission has 30 days to approve or deny an application, and must have received all required documents/approvals prior to issuance of a Regulatory Business License.