



Hotel, Motel, Cabin

BUSINESS LICENSE APPLICATION

OFFICE OF THE CITY CLERK

ONE CITY SQUARE, SUITE 205

WARREN, MI 48093-2393

(586) 574-4557 / FAX (586) 574-4556

FEES:

Business License Fee - \$10.00

Per Room for Licensing - \$10.00

Per Room for Fire Dept Inspection - \$5.00

LICENSE EXPIRES: March 31 ANNUALLY

10% late fee for renewal applications received after this date

I hereby apply for a license to operate an establishment for public lodging within the City of Warren in compliance with the Code of Ordinances of the City of Warren. (Chapter 18, Sec. 18-18(22), Chapter 17, Article IV, Division I, Section 17-76 thru 17-83, Division II, Section 17-96 thru 17-100, Zoning Ordinance Sections 2.30, 2.43, 4.27 and 19.04)

NEW

RENEWAL

PLEASE COMPLETE APPLICATION IN FULL

NAME OF HOTEL /

MOTEL / OR CABIN:

PHONE:

ADDRESS:

Warren, MI

street

city

state

zip

CORPORATION NAME:

WHEN & WHERE INCORPORATED:

NAMES & ADDRESSES OF THE OFFICERS:

(continued on page 2...)

DESCRIPTION OF BUSINESS:

HOTEL

MOTEL

CABIN

INN

NUMBER OF ROOMS: _____

KITCHENETTES:

YES

NO

APPLICANT NAME:

PHONE:

APPLICANT ADDRESS:

street

city

state

zip

DATE OF BIRTH: ____/____/____

SEND CORRESPONDENCE BY:

EMAIL:

MAIL ONLY

I certify that all statements on this application are true. I understand that any false information may result in the revoking of the above license. I agree to comply with the provisions of all ordinances and I will forthwith notify the police department as to the presence of any minors under (17) years of age housed in any such licensed establishment, unless with consent or knowledge of the parent, guardian, or adult lawfully in charge of such minor.

Signature: _____

Print Name: _____

Preferred Mailing Address: Business Address

Applicant Address

ATTN: _____

Other: _____

street

city

state

zip

REQUIREMENTS:

Copy of your Michigan State Sales Tax License (OR Use Tax)

Copy of Driver's License or State ID

* In accordance with the Warren Code of Ordinances mandated in Section 18-9: No license shall be issued or renewed under the provisions of this chapter or any other ordinance of the city until any and all personal property taxes, levied and assessed against such person by the city which may be due and payable at the time of the filing of the application for such license, shall have been paid (Applies to Warren businesses only) / THIS LICENSE IS NOT TRANSFERABLE & NON-REFUNDABLE

* Note: New dwelling or new owner must obtain a new Certificate of Compliance from the Building Department

OFFICE USE ONLY

DEPARTMENT APPROVAL:

POLICE:

BUILDING

FIRE:

Issued by:

Computer Entry

Paper License

LICENSE EXPIRES: 03/31/20_____

FEE \$ _____

LATE FEE* \$ _____

HOTEL/MOTEL/CABIN LICENSE NO. _____

* Applied if renewal application received after 03/31

PAID

OTC

MAIL

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NAMES & ADDRESSES OF THE OFFICERS:

NAME OF PARTNERSHIP:

NAMES & ADDRESSES OF MEMBERS:

DOING A BUSINESS UNDER A TRADE OR ASSUMED NAMES:

COMPLETE & FULL TRADE OR ASSUMED NAMES:

NAMES & ADDRESSES OF PERSONS DOING BUSINESS UNDER SUCH TRADE OR ASSUMED NAMES:

PLEASE CHECK OFF OTHER TYPES OF BUSINESSES CONDUCTED IN YOUR ESTABLISHMENT:

CATERING RESTAURANT ENTERTAINMENT DANCING

PLEASE INDICATE HOW MANY OF EACH TYPE OF VENDING MACHINES ARE IN THE BUILDING:

Amusement Machines (Video Games & Pinball Machines):

Service / Merchandise (Pop, Snacks, Darts, Etc):

BREAKDOWN OF FEES:

$$\begin{array}{rccccccccc} \mathbf{\$15.00} & & \mathbf{x} & & & \mathbf{=} & & \mathbf{\$} & & & \mathbf{+} & & \mathbf{\$10.00} & & \mathbf{=} \\ \textit{Fee Per Room} & & & & \textit{Number of Rooms} & & & & & & & & \textit{Licensing Fee} & & \\ & & & & & & & & & & & & & & \\ & & & & & & & \mathbf{\$} & & & & & & & \\ & & & & & & & \textit{Total} & & & & & & & \end{array}$$

After March 31st, please add 10% for the late fee.