



TOWN OF JACKSON  
NEW BUSINESS LICENSE APPLICATION

Business License  
PO Box 369  
106 Main Street  
Jackson, SC 29831  
Phone (803) 471-2228  
Fax (803) 471-3909

COMPANY INFORMATION

Company Name: \_\_\_\_\_

Date the business opened or work began in  
the Town of \_\_\_\_\_

DBA: (Doing Business As, If different than company name)  
\_\_\_\_\_

Please describe your business type: (Retail, Restaurant/Bar, Construction, and Professional)  
\_\_\_\_\_

PHONE/ADDRESS INFORMATION

Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_ Emergency  
Phone: \_\_\_\_\_

Physical Address Street/Suite Number City State Zip

Mailing Address/Suite Number City State Zip

Owner's Residential or Alternative Mailing Address City State Zip

OWNERSHIP INFORMATION

Name of Owner(s), Partnership(s), and/or Principal(s): \_\_\_\_\_

Please Check One: Corporation \_\_\_ Partnership \_\_\_ LLC \_\_\_ Non Profit \_\_\_ Sole

Proprietorship \_\_\_ Other \_\_\_

Please Complete One: Federal Tax ID # \_\_\_\_\_ or Social Security # \_\_\_\_\_

Gross Income For Preceding Calendar or Fiscal Year: \_\_\_\_\_ Number of  
Employees: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

I. SC Department of Labor, Licensing and Regulation # \_\_\_\_\_  
II. SC Retail # \_\_\_\_\_  
A copy of your SC Retail License is required and DHEC Health Certificate is applicable to business type.

ALL BUSINESS LICENSE ARE VALID FOR THE CALENDAR YEAR OF JANUARY 1 TO DECEMBER 31. RENEWAL NOTICES ARE MAILED IN JANUARY AND ARE DUE BY APRIL 30. A PENALTY OF 5% WILL BE ADDED TO APPLICATIONS RECEIVED AFTER APRIL 30.

I DO HEREBY CERTIFY THE ABOVE INFORMATION IS CORRECT. I AM FAMILIAR WITH PROVISIONS OF THE ORDINANCE AND THE GROUNDS FOR REVOCATION OF THE LICENSE, INCLUDING MAKING FALSE OR FRADULENT STATEMENTS IN THE APPLICATION. I CERTIFY THAT ALL BUSINESS PERSONAL PROPERTY TAXES DUE AND PAYABLE TO THE TOWN/COUNTY HAVE BEEN PAID, AND THE ABOVE BUSINESS NAME IS THE SAME AS REPORTED ON DOCUMENTS FILED WITH THE STATE AND FEDERAL GOVERNMENTS. I UNDERSTAND MY BUSINESS TAX RETURNS AND OTHER DOCUMENTS MAY BE INSPECTED BY THE TOWN OF JACKSON TO VERIFY GROSS INCOME OR OTHER BUSINESS DATA.

\_\_\_\_\_  
SIGNATURE/AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
PRINTED NAME & TITLE

\_\_\_\_\_  
DATE

FOR OFFICE USE ONLY: PAYMENT TYPE & AMOUNT RECEIVED: _____		
RATE CLASS: _____ NAICS CODE _____		
Rate Class	Minimum Fee	Rate per thousand or fraction thereof
1	\$25	\$.50
2	\$25	\$.55
3	\$30	\$.60
4	\$30	\$.60
5	\$35	\$.70
6	\$40	\$.80
7	\$45	\$.90
8	See individual business in Class 8	

**Non-Resident Rates:**

All minimum fees and rates shall be doubled for non-residents having no fixed principal place of business within the municipality.

**Class 8 Rates:**

**Contractors, Construction All Types: NAICS 23**

A. Having a permanent place of business within the municipality

\$35 on the first \$2000 plus \$1.00 for each addition \$1000 or fraction thereof

B. Non-Resident (No permanent place of business)

\$70 on the first \$2000 plus \$2.00 for each addition \$1000 or fraction thereof

A trailer at the construction site or a structure in which the contractor temporarily resides is not a permanent place of business.

No contractor shall be issued a business license until all state, municipal and license requirements have been met.

The prime contractor must provide a list of sub-contractors for each project. No deductions shall be made by the general or prime contractor for value of work performed by a sub-contractor.

Sub-contractors must apply for a business license.

**Junk Dealers: NAICS 423930** (Note non-residence rates apply)

\$50 for the first \$2000 plus \$.50 for each additional \$1000

**Automotive, Motor Vehicles, Boats, Farm Machinery, Retail: NAICS 4411, 4412**

Gross receipts for this classification shall include full sale price without deduction for trade-ins.

**Peddlers, Door-To-Door Sales: NAICS 454390** (Non-residents rates apply)

\$50 for the first \$2000 plus \$1.50 for each addition \$1000

Selling is not permitted in Town streets or sidewalks unless a business license is issued during a festival or parade.

### Computation of License Tax

Compute your tax according to the following schedule and make checks payable to: Town of Jackson  
Deliver by Due Date: \_\_\_\_\_

Gross income for preceding calendar or fiscal year	\$ _____
Less income on which a license tax was paid to another city or county for operations outside city/county	\$ _____
Balance of gross income subject to license tax	\$ _____
Tax: Rate class minimum on the first \$2,000	Base Fee \$ _____
Plus rate per \$1,000 for income over \$2,000 (See above table)	\$ _____
Late Fee of 5% applied after April 30	
Total License Tax	\$ _____