

Marc Tartaro
Mayor

Tracey E. Nicholson
City Administrator



FY 2014/2015

CITY COUNCIL

WARD 1
Candace B. Hollingsworth
Bart Lawrence

WARD 2
Robert Croslin
Shani N. Warner

WARD 3
Patrick Paschall
Timothy P. Hunt

WARD 4
Paula J. Perry
Edouard Haba

WARD 5
Joseph Solomon
Clayton Williams

POLICE DEPARTMENT
Non-Emergency
301/985-5060
Emergency
301/985-5050

PUBLIC WORKS
301/985-5032

CODE & PARKING
COMPLIANCE
301/985-5014

COMMUNITY SERVICES
301/985-5020

APPLICATION FOR BUSINESS LICENSE

Business Identification Information **(REQUIRED)**

Business Name: _____

Corporate Name: _____
(If different from business)

Business Address: _____

Business Phone: _____

Email contact: _____

Business Owner Information **(REQUIRED)**

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (main) _____ (cell) _____

Email: _____

Property Owner Information (if different from business owner)

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (main) _____ (cell) _____

Email: _____

*******CONTINUED ON REVERSE*******

CITY OF HYATTSVILLE

4310 Gallatin Street, Hyattsville, MD 20781 | Tel 301/985-5000 | Fax 301/985-5007 | www.hyattsville.org

Licensing Information **(MUST BE FILLED OUT)**

Prince Georges Co. Certificate of Occupancy permit # **(REQUIRED)** _____

State Trader's License Number: **(REQUIRED, IF APPLICABLE)** _____

Business Tangible Personal Property/Department ID Number **(REQUIRED)** _____

Refer Use & Occupancy (U&O) questions to Prince Georges County Permits @ 301-883-3820

Refer State Traders License questions to License Bureau of the Comptroller's Office @ 410-260-6240

Refer Maryland Department Identification number questions to Md. Dept. of Taxation @ 410-767-1350

Emergency Contact Information **(REQUIRED)**

Name: _____

Address: _____

City: _____ State _____ Zip: _____

Cell: _____ Email: _____

Applicant's Signature: _____ Date: _____

***** APPLICATIONS MUST BE FILLED OUT COMPLETELY WITH FEE AND SIGNED IN ORDER TO BE PROCESSED *****

*If you are renewing your business license, it is due by June 30th of each year. Applications received after this date will be considered delinquent under Ch. 48 of the City of Hyattsville Charter and Code. In accordance with Chapter 48-7, this offense carries a fine of **\$500.00 per day.***

IF YOU HAVE ANY QUESTIONS REGARDING YOUR APPLICATION, PLEASE CONTACT CHRISTINE REDMAN AT 301-985-5014

FOR OFFICIAL USE ONLY

Date of Approval: _____

Code Compliance Officer: _____