

# TOWN OF TELLURIDE

P. O. Box 397 Telluride, CO 81435  
Business License Office (970) 728-2159  
Fax (970) 728-2496

## Business License Application

Business Name: License #: (office use)  
Business Mailing Address: Owner Name: (if different from Business Name)  
Business City, ST, Zip: Owner Address: (if different from Business Mailing Address)  
Business or Condo Physical Address: Owner City, ST, Zip:  
Business Phone 1: Property Management Co.:  
Business Phone 2:  
Fax: Condo Name and Unit #:  
E-Mail:  
Emergency Contact Name & Phone: Square Footage of Commerical Space: (if applicable)  
Marketing Description of Business:

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### CHOOSE A METHOD OF PAYMENT (see payment method on the reverse side)

The license period is January 1<sup>st</sup> to December 31<sup>st</sup> of any year. A business that begins operating after September 30<sup>th</sup> of any year shall pay ½ of the annual license fee.

### LICENSE FEE CALCULATION

Enter number of Employees (please indicate full-time or part-time) OR Sleeping Rooms # of FT \_\_\_\_\_ # of PT \_\_\_\_\_ # of SR \_\_\_\_\_

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<b>ANNUAL LICENSE FEE</b>	1. Enter your license fee (see fee schedule - reverse side)	1. _____
Payments due Jan. 1	2. Enter late penalty, if applicable (penalty calculation -reverse side)	2. _____
	3. Total Fee Due	3. _____

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<b>SEMI-ANNUAL LICENSE FEE</b>	1. Enter your license fee (see fee schedule – reverse side)	1. _____
Payments due Jan. 1 & July 1	2. Enter the Administration Fee (multiply line 1 by 0.10)	2. _____
(see payment method on reverse side)	3. Add lines 1 & 2, then divide by 2	3. _____
	4. Enter late penalty, if applicable (Use line 3 to access penalty – see reverse side for penalty calculation)	4. _____
	5. Total Fee Due	5. _____

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Under penalty of perjury, I declare that this information, to the best of my knowledge is true, correct and complete.

**SIGN HERE**

\_\_\_\_\_  
TMCVB VOTER SIGNATURE

\_\_\_\_\_  
DATE

**CHOOSE A METHOD OF PAYMENT:**

You may choose to pay your license fee in annual or semi-annual installments. A 10% administration fee is assessed if you choose to pay your license fee in semi-annual installments that are due January 1<sup>st</sup> and July 1<sup>st</sup>. A business that begins operating after September 30<sup>th</sup> of any year shall pay 1/2 of the annual license fee.

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**LODGING/ACCOMMODATION FEE SCHEDULE:**

LODGING ESTABLISHMENTS (hotels, motels, & boarding houses):

The license fee for Lodging Establishments is \$66 per sleeping room.

ACCOMMODATION UNITS (condos & rental homes):

The license fee for Accommodation Units is \$165 + \$22 per sleeping room.

..... 1 bdrm - \$187  
2 bdrm - \$209

LODGING IN RESIDENTIAL ZONES (rental homes less than 30 DAYS PER YEAR):

The license fee for Lodging in Residential Zones is \$82 + \$11 per sleeping room.

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**ALL OTHER BUSINESS FEE SCHEDULE:** Retail, Restaurant, Service & Professional, and Construction

The license fee for all other business is based on the total number of employees, including working owners. To calculate the total number of employees, please complete the following.

- 1a. Enter the number of full-time employees 1a. \_\_\_\_\_
- 1b. Enter the number of part-time employees 1b. \_\_\_\_\_  
(20 hours per week or less)
- 1c. Divide line 1b by 2 1c. \_\_\_\_\_
- 1d. Total number of Employees (add line 1a and 1c) 1d. \_\_\_\_\_

**USE THE FOLLOWING EMPLOYEE FEE SCHEDULE TO CALCULATE YOUR LICENSE FEE. ENTER THIS AMOUNT ON LINE 1 ON THE REVERSE SIDE DEPENDING UPON PAYMENT METHOD.**

Up to 1.5	employees	Pay \$ 110
2 to 4	employees	Pay \$ 303
4.5 to 6	employees	Pay \$ 413
6.5 to 9	employees	Pay \$ 523
9.5 to 15	employees	Pay \$ 853
15.5 to 25	employees	Pay \$ 1,375
25.5 to 40	employees	Pay \$ 1,733
40.5 to 60	employees	Pay \$ 2,173
60.5 to 100	employees	Pay \$ 2,613
Over 100	employees	Pay \$ 2,875

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**TO CALCULATE THE PENALTY:**

Annual payments are due January 1<sup>st</sup> with penalties accruing as of January 6<sup>th</sup>. Semi-annual payments are due January 1<sup>st</sup> and July 1<sup>st</sup>. Penalties accrue as of January 6<sup>th</sup> and July 6<sup>th</sup>. Late penalties are 5% per month, not to exceed 25% of the license fee.

To calculate the penalty, please complete the following:

- 2a. Enter the license fee 2a. \_\_\_\_\_
- 2b. Multiply line 2a by 5% 2b. \_\_\_\_\_
- 2c. Enter the number of months late or partial months late 2c. \_\_\_\_\_
- 2d. Multiply line 2b by 2c 2d. \_\_\_\_\_  
(Enter line 2d amount on reverse side, depending on payment method)