



# THE TOWN OF WOODWAY

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Home Occupation License #:
Date Received:

## HOME OCCUPATION LICENSE APPLICATION

Expiration Date: December 31, 2009

*(Note: This is an APPLICATION ONLY and not a license to conduct business)*

Please answer **ALL** of the following questions. If a question does not apply to your business, write N/A in the blank.

Business/Company Name:
Type of Business:
Mailing Address:
City/State/ZIP:
Phone Number:
Email Address:
Street Address (If Different):
City/State/ZIP:

<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation	<input type="checkbox"/> LLC
Washington State Excise Tax / UBI Number:			
Washington State Professional License Number:			
Expires:			
Total Number of Employees (Including Management):	Full Time:	Part Time:	
Year Business Began:	Hours of Operation:		
Owner / Officer Name:			
Address:			
City/State/ZIP:			
Phone Number:			
Owner / Officer Name:			
Address:			
City/State/ZIP:			
Phone Number:			

The undersigned applicant for a business license certifies that the information provided within this application is correct and accurate. The applicant acknowledges that his/her business license is subject to suspension or revocation if false or misleading information is provided. Violation of any of the conditions and requirements of WMC Section 4.02 will result in the loss of his/her business license and the forfeiture of any fee paid.

APPLICANT: \_\_\_\_\_  
Signature Printed Name Date

***PLEASE ANSWER THE FOLLOWING QUESTIONS BY CHECKING THE APPROPRIATE BOX.***

**YES      NO**

**A. Area Used**

1.   Will the home occupation be conducted entirely within an enclosed building on the subject residential property ("premises", "property", or "residence") which meets the requirements of all applicable Woodway Ordinances?  
Any Comments?: \_\_\_\_\_
2.   Will any goods be stored or displayed outside of a building or in a window on the property?  
Any Comments?: \_\_\_\_\_
3.   Will any business signs be used in relation to the home occupation?  
Any Comments?: \_\_\_\_\_

**B. Traffic**

4.   Will the home occupation employ individuals other than family members residing at the residence?  
If yes, please estimate number per day or per week \_\_\_\_\_
5.   Will there be customers, clients, service, delivery, or other individuals coming to the property in conjunction with the home occupation?  
If yes, please estimate number per day or per week \_\_\_\_\_
6.   Will the home occupation require family members or employees to travel to and from the residence?  
If yes, please estimate number per day or per week \_\_\_\_\_

**C. Equipment Use**

7.   Will any mechanical equipment be used in conjunction with the home occupation?  
If yes, please identify such equipment and intended use \_\_\_\_\_

**D. Mobile Equipment**

- 8a.   Will trucks, trailers, or other non-passenger commercial vehicles be kept on the premises?
- 8b.   If the response to (8a.) is yes, will they be stored out of public view?
9.   Will any passenger commercial vehicle be stored on the premises?  
If yes, please explain \_\_\_\_\_

**E. General Regulations**

- 10a.   Will any repair or servicing of a commercial vehicle be done in conjunction with the home occupation?
- 10b.   If the response to (10a) is yes, will it be serviced out of public view?
11.   Will any repair or servicing of any non-commercial vehicle, boat, or equipment that are not the property of the property owner be conducted?
12.   Will any emission of dust, odor, smoke, noise, light, heat, glare, vibration, or any other emission occur in conjunction with the home occupation?  
If yes, please explain \_\_\_\_\_

**F. Parking**

13.   Will any Town rights-of-way or public parking facilities be used for parking in conjunction with the home occupation?  
If yes, please explain \_\_\_\_\_

**G. General Health & Safety**

14.   Will any flammable or hazardous materials be stored on the property in conjunction with the home occupation?  
If yes, please explain \_\_\_\_\_
- 15a.   Will the home occupation generate litter, refuse, or any other products which must be disposed of?
- 15b.   If response to (15a.) is yes, will any of these materials be temporarily stored in unsealed containers or in view of neighbors or the general public?  
If yes, please explain \_\_\_\_\_