

**TOWN OF FLETCHER**  
**300 OLD CANE CREEK ROAD**  
**FLETCHER, NC 28732**  
**828-687-3985 Fax 828-687-7133**

Date \_\_\_\_\_

Account Number \_\_\_\_\_  
Office Use Only

**BUSINESS REGISTRATION**

Name of Business \_\_\_\_\_

Type of Business \_\_\_\_\_

Location/Address of Business \_\_\_\_\_

City State Zip  
Mailing Address of Business \_\_\_\_\_

City State Zip

Business Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Owner/Manager's Name \_\_\_\_\_

Home Address \_\_\_\_\_

City State Zip

Home Phone Number \_\_\_\_\_ Phone Number \_\_\_\_\_

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

Federal ID Number \_\_\_\_\_ Drivers License # \_\_\_\_\_ State \_\_\_\_\_

Monitored Security System on Premises \_\_\_\_\_ Name of Security Company \_\_\_\_\_

Registered with Henderson County Communications Services? \_\_\_\_\_

Contact Number \_\_\_\_\_

**CONTRACTORS ONLY**

State License # \_\_\_\_\_ (Please attach photo copy of state license to application)

Registration does not constitute approval by other Town Departments, or other outside agencies. It shall be the responsibility of the applicant to make sure that all required permits, inspections, etc. are obtained prior to commencement of business operations.

I certify that the statements made in the foregoing application are true to the best of my knowledge and belief.

Signature \_\_\_\_\_ Print Name \_\_\_\_\_

Title \_\_\_\_\_ Corporate Name \_\_\_\_\_



**Who Must Complete This Form** – This form is used for registration purposes of businesses within the Town of Fletcher jurisdiction. It will also provide contact information for the Town’s Public Safety organizations. The Town of Fletcher requires that all businesses and organizations complete this form.

Any person who conducts business within the Town, either by maintaining a business location within the Town limits is required to register the business. If a company or individual is engaged in more than one type of business activity within the Town, a separate registration will be required for each type of business activity.

Any person who engages in business in the Town for religious, educational or charitable purpose must be registered with the Secretary of State’s office and supply non-profit certification designation.

**Registration** is required and registration fees paid before a business may begin operating within the Fletcher Town limits. All registrations expire on June 30. Renewal notices will be mailed after July 1 and fees paid within thirty days. If you do not receive a renewal notice, please call Town Hall at 828-687-3985.

**Change in Place of Business** – In order for your business to receive renewal notices and other correspondence in a timely manner, PLEASE NOTIFY THE OFFICE IF THE LOCATION OF YOUR BUSINESS OR YOUR BUSINESS MAILING ADDRESS CHANGES.

**Display of Permit** – Each business shall post the registration certificate in a conspicuous place at the regular place of business. If there is no regular place of business, the permit shall be kept where it may be inspected at appropriate times.

**Reasons for Refusal or Revocation of a Registration** – The Tax Collector shall refuse to issue a registration or shall revoke a registration for any of the following reasons:

1. The applicant misrepresents a fact relevant to his qualifications for a registration
2. The applicant refuses to provide information necessary.
3. The applicant has not been issued an occupancy permit from the planning department as required by the Town Zoning Ordinance.

**Collection of Unpaid Fees** – Any person who begins or continues to engage in a business without payment of the registration fee is liable for an additional fee of 5% each thirty days it is unpaid.

**Disclaimer** – The issuance of a registration does not constitute acceptance or approval of the above named location as having complied with existing building codes, fire prevention code, zoning code, Town ordinance, or North Carolina State law. A permit holder shall remain fully liable and responsible for bringing the premises in conformity with all applicable Town and State Codes.