



**TOWN OF FLETCHER**  
 300 Old Cane Creek Road  
 Fletcher, NC 28732  
 (828)687-3985 Fax (828)687-7133

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

Parcel Number \_\_\_\_\_  
 Office Use Only

**BUSINESS REGISTRATION**

Legal Business Name \_\_\_\_\_

DBA Name \_\_\_\_\_

Description of Business \_\_\_\_\_ Circle one:  
**Retail/Wholesale/Mfg/Other**

Business Mailing Address \_\_\_\_\_

\_\_\_\_\_ City State Zip

Business Phone Number \_\_\_\_\_ Business Fax Number \_\_\_\_\_

Physical Address of Business \_\_\_\_\_ Circle one:  
**Own/Lease property**

If leasing, Property Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

Circle one:  
**Owner/Manager of Business** \_\_\_\_\_

Owner/Manager Home Address \_\_\_\_\_

\_\_\_\_\_ City State Zip

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

E-mail Address \_\_\_\_\_

Federal Tax ID Number \_\_\_\_\_ Driver's License # \_\_\_\_\_ State \_\_\_\_\_

Circle one:  
 Monitored Security System on Premises? **YES/NO** Security Company Phone \_\_\_\_\_

Name of Security Company \_\_\_\_\_

Circle one:  
 Registered with Henderson County 911 Communications Services? **YES/NO**

CONTRACTORS ONLY:

State License # \_\_\_\_\_ (Please attach photo copy of state license to this 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 registration are true to the best of my knowledge and belief.

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

Title \_\_\_\_\_ Date \_\_\_\_\_



**Who Must Complete This Form** – This form is used for registration purposes of businesses within the Town of Fletcher jurisdiction. Any person who conducts business within the Town of Fletcher by maintaining a business location within the Town limits is required to register their business. This registration will also provide contact information for the Town’s Public Safety organizations. If a company or individual is engaged in more than one type of business activity within the Town, a separate registration is required for each type of business activity.

Additionally, any person who engages in business in the Town for religious, educational, or charitable purposes must complete a Business Registration, at no cost, plus be registered with the Secretary of State’s office and supply non-profit certification designation.

**Registration** is required and registration fees must be paid before a business may begin operating within the Fletcher Town limits. All registrations expire on June 30 of each year. Renewal notices will be mailed after July 1 and fees are due 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 our office at 828-687-3985 or e-mail [info@fletchernc.org](mailto:info@fletchernc.org) if the location of your business or your business mailing address changes.

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

1. The applicant misrepresents a fact relevant to his/her qualifications for a registration.
2. The applicant refuses to provide information necessary.
3. The applicant has not been issued a zoning permit from the Planning Department as required by the Town Zoning Ordinance.

**Disclaimer** – The issuance of a Business 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.

*This institution is an equal opportunity provider*