

# APPLICATION FOR RENEWAL

## Business License

City of Santa Rosa, New Mexico



### INSTRUCTIONS TO APPLICANT

Please review the license information and note any changes as needed. The license renewal application **MUST** be returned no later than the last day of the expiration date of the license to avoid penalty. Mailing renewal and remittance on the last day of the month is not sufficient. It must be mailed in time for the license to be issued within month due. If late, penalties are imposed by state law. **Penalty on Licenses are \$50 plus 1½ % per month thereafter. Call City Clerk's Office at 575-472-3404 for assistance.**

Application fee \$25.00.

Please make checks payable to: City of Santa Rosa

**Mail the renewal form and remittance to:** City of Santa Rosa, 244 S 4<sup>th</sup> Street, Santa Rosa, NM 88435

**Please complete entire application. Incomplete applications will not be processed.**

License Number	
Expiration Date	
Name of Business	
Business Location	
Contact Person	
Contact Phone Number	
NM CRS #	
Nature of Business	
Applicant	
Applicant Home Address	
Applicant Home Phone	
Applicant Business Phone	

Application is hereby made for Business License to be issued:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date