



WHITLEY COUNTY OCCUPATIONAL TAX OFFICE

David Owens, Tax Administrator
P.O. Box 268
Williamsburg, KY 40769
Phone: 606 539-0477 Fax: 606 539-0478
dowens@2geton.net taxassit@2geton.net

THIS FORM MUST BE FILED BEFORE OPERATIONS COMMENCE

THIS FORM IS REQUIRED TO BE IN COMPLIANCE WITH WHITLEY COUNTY, KENTUCKY ORDINANCE NO. 2005-08

****ANSWER ALL APPLICABLE QUESTIONS**
THERE IS NO FEE FOR THE APPLICATION FOR BUSINESS LICENSE**

*****ACCOUNT NUMBER IS REQUIRED FOR ALL WHITLEY COUNTY OCCUPATIONAL TAX FORMS FOR PROCESSING*****

NAME OF APPLICANT _____

BUSINESS NAME(IF Different) _____

MAILING ADDRESS _____ DATE OPERATIONS BEGAN
IN WHITLEY COUNTY ____ / ____ / ____

TELEPHONE NUMBER ____ (____) _____ FAX NUMBER ____ (____) _____

NATURE OF BUSINESS _____
(i.e. Manufacturing, Postal, Restaurant, Type of Service, Type of Store, Real Estate, etc.)

PHYSICAL LOCATION _____ COUNTY _____ CITY OF CORBIN _____ CITY OF WILLIAMSBURG

FEDERAL TAX ID # OR SOCIAL SECURITY # _____ CLOSING MONTH OF ACCOUNTING YEAR ____ / ____ / ____

TYPE OF BUSINESS __ C CORPORATION, __ S COPPORATION, __ PARTNERSHIP, __ INDIVIDUAL, __ FIDUCIARY/TRUST, __ OTHER
DO YOU HAVE _____ DESCRIPTION

DO YOU HAVE EMPLOYEES _____ YES _____ NO
(IF YES YOU MUST SUBMIT COPIES OF FORM W-2)

DO YOU HAVE SUBCONTRACTORS _____ YES _____ NO
(IF YES YOU MUST SUBMIT COPIES OF FORM 1099)

*****COMPLETE THE FOLLOWING SECTIONS IF INFORMATION IS DIFFERENT FROM ABOVE*****

*****WITHHOLDING INFORMATION*****

CONTACT PERSON(S) _____
MAILING ADDRESS _____
CITY, STATE, ZIP _____
TELEPHONE NUMBER ____ (____) _____ FAX NUMBER ____ (____) _____

*****NET PROFIT INFORMATION*****

BUSINESS NAME _____
FEDERAL TAX # _____
CONTACT PERSON(S) _____
MAILING ADDRESS _____
CITY, STATE, ZIP _____
TELEPHONE NUMBER ____ (____) _____ FAX NUMBER ____ (____) _____

UNDER PENALTIES OF PERJURY, I DECLARE I HAVE EXAMINED THIS APPLICATION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IT IS TRUE, CORRECT AND COMPLETE.

SIGNATURE _____ TITLE _____ DATE _____

OFFICIAL USE ONLY: ACCOUNT # _____



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EFFECTIVE DATE: JULY 1, 2005

DEAR TAXPAYER:

This letter is to inform you of the occupational license requirement and payment of an occupational license fee by persons and business entities conducting businesses, occupations and professions within Whitley County, Kentucky.

Whitley County Ordinance Number 2005-08 requires the completion and filing of The Whitley County Application for Occupational License Tax Questionnaire, before the commencement of business.

Existing businesses must also complete the Occupational License Tax Questionnaire.

The application is on the back of this letter.

Please return the completed form within fifteen (15) days. There is **NO CHARGE** for completing the Occupational License Application form

The Occupational License Tax Fee shall be measured by 1 % of:

- a) all wages and compensation paid or payable in the county for work done or services performed or rendered in the county by every resident and nonresident who is an employee;
- b) the net profit from business conducted in the county by a resident or nonresident business entity.

If you have employees, you are required to withhold 1% of the gross wage paid on or after July 1, 2005.

If you have any questions regarding this matter, you should contact this office at (606)539-0477.

Sincerely,

David Owens
Whitley County Tax Administrator