Jessamine County/City of Nicholasville
OCCUPATIONAL LICENSE FEE ACCOUNT
BUSINESS REGISTRATION

Return to: Occupational Tax Office, 105 Court Row, Nicholasville, Kentucky 40356
(859) 885-3206 * fax (859) 887-0900

The Kentucky Attorney General states that the Occupational Tax Office must make available to the public, information pertaining to the principal business location, address and telephone number of each person or entity (trade name – if different) and nature of business of the person or entity filing the application.

1. **Business or Trade Name** _____

2. **Local Site Address** _____

3. **Home Address** _____

4. **Mailing Address** (if different) _____
   If mailing address is to a tax preparer who is not an employee of your business, you must complete Lines 2 and/or 3 above.

5. **Telephone Number** _____ **Fax Number** _____

   Cell phone Number _____ **Email address** _____

6. **Ownership**

   ☐ **Sole Proprietor** ☐ **Partnership** ☐ **Corporation** ☐ **S Corporation**
   ☐ **LLC/ Sole Proprietor** ☐ **LLC/ Partnership** ☐ **LLC/ Corporation** ☐ **LLC/ S Corporation**
   ☐ **Non-Profit (attach exemption letter)** ☐ **Other** _____

7. **Name of owner(s), partner(s), or corporate officers: Provide names and addresses.**

   _____ _____ _____
   _____ _____ _____
   _____ _____ _____

8. **Social Security Number** _____ **Fed ID Number** _____

9. **Nature of Business** _____
   Check if applicable : ☐ **Alcohol Sales** ☐ **Live Entertainment** ☐ **Adult Entertainment** ☐ **Hazardous Materials/Chemicals**

10. **Date Started in Jessamine County** _____ **City of Nicholasville** _____

11. **Do you have employees**: **Jessamine County?** ☐ **Yes** ☐ **No**
    City of Nicholasville? ☐ **Yes** ☐ **No**

12. **Accounting period per federal income tax return:** ☐ **Calendar Year End** ☐ **Fiscal Year End** _____

13. **Do you have any other business entities in Jessamine Co.?** ☐ **Yes** ☐ **No** **City of Nicholasville?** ☐ **Yes** ☐ **No**
    If yes, please list here _____

I certify that, to the best of my knowledge, the above information is true and accurate and complete.

_____ _____ _____
Signature Title Date

The Jessamine County Occupational Tax Office will administer and collect all Net Profit License Fees for the County and the City of Nicholasville. If your business has employees, you will be responsible for reporting payroll and paying withholdings, as applicable, to the City of Nicholasville (859) 885-7618 and Jessamine County separately.