



City of Keyser

PRIVILEGE BUSINESS LICENSE APPLICATION FORM

Please provide a copy of your State Business, WV Contractor, and ABC license if applicable.

Please make sure you are registered with the state (wv.gov) before turning in this form.

LEGAL BUSINESS OR CORPORATION NAME: _____

DBA: _____

OWNER'S NAME: _____ PHONE: _____

MAILING ADDRESS: _____

PHYSICAL ADDRESS: _____

DATE BEGIN BUSINESS IN KEYSER: _____ WV STATE BUSINESS #: _____

CONTRACTORS LICENSE #: _____ TAX ID #: _____

TYPE OF ACTIVITY: ___ RETAIL ___ SERVICE ___ CONTRACTING ___ RENTAL ___ OTHER: _____

DESCRIPTION OF BUSINESS: _____

PLEASE ANSWER ALL THAT APPLY

DO YOU SELL THE FOLLOWING FOR CONSUMPTION OFF PREMISES? WINE: _____ BEER: _____ LIQUOR: _____

DO YOU SELL BEER/WINE/LIQUOR ON PREMISES FOR CONSUMPTION? _____ ABC LICENSE: _____

IF YOU HAVE THE FOLLOWING, HOW MANY OF EACH? POOL TABLES: _____ BOWLING LANES: _____

VENDING MACHINES: LIST NUMBER OF MACHINES: 1c _____ 5c _____ 10c _____ OVER 10c _____

OWNER OF VENDING MACHINES: _____

PLEASE KEEP IN MIND

- If cigarettes, tobacco products, or soft drinks are offered for sale, a GENERAL STORE LICENSE is required.
• If vending machines are located on the premises, a GENERAL STORE LICENSE is required.

PAYMENT AND QUESTIONS

- Please make money order or check to CITY OF KEYSER and mail to 111 NORTH DAVIS STREET KEYSER WV 26726
• Email the completed form and licenses to taxdept@cityofkeyser.com and call in for payment by credit card.
• Please email taxdept@cityofkeyser.com or call 304-788-1511 option 2 with any questions.

Amount enclosed: _____

The license fee is due annually in June. All licensing must be submitted and the application signed to be accepted & approval.

Signature: _____

Date: _____



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LICENSING FEES

*- pro rate by ½ year ** - pro rate by quarter

MISCELLANEOUS

General Store	\$15.00	Hotel	\$2.00
Special Store	\$5.00	each bedroom more than 7,	
Restaurant	\$10.00	\$.25 each up to \$10.00	
Hotel	\$2.00		
Barbers and Beauticians	\$15.00	Hawker/Peddler on Foot	\$10.00
Insurance Co or Agents	\$15.00	Vehicle not over ½ ton	\$15.00
Home Solicitation	\$15.00	Vehicle not over 1 ton	\$50.00
Pawnbrokers	\$100.00	Vehicle not over 2 tons	\$100.00
Auctioneer	\$15.00	Vehicle over 2 tons	\$150.00
Fortune Teller or Palmist	\$200.00	each additional ton	\$100.00
Salvage Yard	\$25.00		
Contracting	\$25.00		
Service	\$25.00		

Retail Liquor Class A	\$1500.00
Retail Liquor Class B	\$500.00

NONINTOXICATING BEER

Distributor	\$250.00	
Dispenser	\$100.00	
Club* Class A	\$100.00	(Restaurant, Bar or Fraternal Organization)
Carry Out Class B	\$10.00	Chilled and unchilled

LIQUOR CLUBS

Fraternal Organization	\$375.00	
Private Club	\$500.00	Less than 1,000 members
	\$1250.00	1,000 or more members

WINE

Distributor	\$125.00
Retailer (Grocery Store)	\$10.00

VENDING MACHINES**

Less than 20 .01 device each	\$2.00	More than 20 .01 device	\$40.00
Less than 20 .05 device each	\$5.00	More than 20 .05 device	\$100.00
Less than 20 .10 device each	\$10.00	More than 20 .10 device	\$150.00
Less than 20 .10 plus device each	\$12.50	More than 20 .10 plus device each	\$250.00