



CITY OF HOBBS

BUSINESS REGISTRATION APPLICATION
CHAPTER 5.04, HOBBS MUNICIPAL CODE

Official Use Only

Class _____

Bill # _____

License # _____

Complete and return to City of Hobbs, City Clerk's Office, 200 East Broadway, Hobbs, NM 88240. The Registration fee is \$25.00, valid for one calendar year. This license will expire December 31st of each year.

NEW MEXICO BUSINESS TAX ID #: _____ - _____ - _____
(For Questions Regarding Tax Numbers, Please Call the NM Taxation & Revenue Dept. Office @ (866) 285-2996 and choose #2 - TAP.) (PLEASE PROVIDE PROOF OF BUSINESS TAX ID # WHEN SUBMITTING THIS APPLICATION.)

LAST FOUR OF SOCIAL SECURITY # _____ and/or FEIN or ITIN # _____

BUSINESS INFORMATION

Name of Business _____

DBA Name (If Different from Name of Business) _____

Physical Location of the Business _____
(If Business Is Located Outside City Limits, No Business Registration Will Be Issued.)

Mailing Address _____

Phone No. _____

Type of Business: _____

Is this New Ownership of an Existing Business? No ___ Yes ___ Name _____

Is this a Temporary Business? Yes _____ No _____ (If Yes, a Different Application Is Necessary)

Are These Goods/Wares/Merchandise New _____ or Used _____? (If Used, a Different Application Is Necessary)

BUSINESS OWNER(S) NAME

Name _____

Address _____

Phone No. _____

Email Address _____

Is business a partnership? If yes, complete the following:

Name _____

Address _____

Phone No. _____

Email Address _____

LOCAL STORE/SITE MANAGER INFORMATION

Name _____

Address _____

Phone No. _____

COMMERCIAL BUSINESS EMERGENCY INFORMATION OTHER THAN THE OWNER

Please submit the following information to be used by the Hobbs Police Department in an effort to expedite the security of your business in case of an emergency. Should this information change, please contact the City Clerk's Office at (575) 397-9200 so that we may update our files accordingly.

Emergency Contact Name _____

Emergency Contact Phone Number _____

NOTICE: IT IS THE RESPONSIBILITY OF THE BUSINESS OWNER/AGENT OR APPLICANT TO COMPLY WITH ALL CITY, STATE, AND FEDERAL CODES AND REGULATIONS. IF YOU ARE CHANGING THE USE OF AN EXISTING BUILDING, IT IS YOUR RESPONSIBILITY TO COMPLY WITH THE CODES FOR THE NEW USE OF THE BUILDING.

CHAPTER 5.04.060: ALL PERSONS PROPOSING TO ENGAGE IN BUSINESS WITHIN THE MUNICIPAL LIMITS OF THE CITY SHALL APPLY FOR AND PAY A BUSINESS REGISTRATION FEE FOR EACH OUTLET, BRANCH OR LOCATION WITHIN THE MUNICIPAL LIMITS OF THE CITY PRIOR TO ENGAGING IN BUSINESS.

BY ACCEPTING THIS APPLICATION, THE CITY OF HOBBS DOES NOT GUARANTEE APPROVAL OF APPLICATION.

Applicant Signature _____ Date _____

FOR OFFICIAL USE ONLY:	
Entered into MUNIS:	By: _____ Date: _____
Date Paid: _____	Receipt #: _____ Start Date: _____
Business Registration Issued: Yes: ___ No: ___	By: _____ Date: _____
Scanned:	By: _____ Date: _____
Comments: _____	
