

Franklin County Business License Application

P.O. Box 594 ♦ Frankfort, KY 40602 ♦ (502) 875-8709 ♦ email: d.perkins@dcr.net

Instructions:

- * Return the completed application and enclose \$10 for the initial license fee.
- Note** - Non-profit organizations are not required to pay the initial \$10; however the organization must withhold 1% on applicable employees.
- * Withhold 1% of gross salaries per pay period per applicable employee.
- * If you have employees you will need to file *Quarterly Return* with Franklin County Government. (*Quarterly Returns* are mailed to you prior to the end of each quarter.)

Business Name _____ Federal ID _____

Business Address _____

City _____ State _____ Zip Code _____

Telephone (____) _____ Fax: (____) _____

Applicant Name _____ Social Security No. _____

Contact Name (if different than above) _____

Mailing Address _____

City _____ State _____ Zip Code _____

Email Address _____

Type of Business _____ Date work started in Franklin County _____

Location of work in Franklin County _____

Will you have employees?(circle one) YES NO If **Yes** how many? _____

What type of tax year do you operate? Calendar (1/1 - 12/31) _____ Fiscal Year (7/1 -6/30) _____

Circle type of ownership Sole Proprietor Non-Profit Partnership Other _____

If a partnership, list names and addresses:

Name _____ Address _____ City _____ State _____ Zip _____

Name _____ Address _____ City _____ State _____ Zip _____

If a Corporation, list officers and titles:

Name _____ Address _____ City _____ State _____ Zip _____

Name _____ Address _____ City _____ State _____ Zip _____

Signature of Applicant _____ Title _____ Date _____

	FOR OFFICE USE ONLY
Make Check Payable to: Franklin County Treasurer	Business ID _____
Mail Application and Check to:	License Date _____
Franklin County Occupational Tax Collector	Account Code _____
P.O. Box 594	Description Code _____
Frankfort, KY 40602	Planning & Zoning Approval _____
Questions? Please call (502) 875-8709	Home Office Only _____
Business Hours: Monday - Friday 8:00 a.m. - 4:30 p.m.	Date _____