



BUSINESS REGISTRATION

DUE BEFORE OPENING OF BUSINESS

\$35.00

CITY CLERK'S OFFICE 4814 HENRY STREET NORTON SHORES, MI 49441
PHONE – 231-798-4391 EMAIL – BL@NORTONSHORES.ORG

BUSINESS INFORMATION

BUSINESS NAME

BUSINESS TYPE COMMERCIAL RESIDENTIAL

*If this is a residential business – See article IV, Norton Shores Code of Ordinances, Section 48-854- Home Occupations

BUSINESS ADDRESS (Physical Address of Business Located in Norton Shores)

MAILING ADDRESS (For Renewal and Correspondence)

BUSINESS PHONE #

BUSINESS E-MAIL

BUSINESS WEBSITE/URL

DAYS/HOURS OF OPERATION

DESCRIPTION OF BUSINESS OPERATION OR PRODUCT SOLD

PROPERTY OWNER INFORMATION

LAST NAME

FIRST NAME

MIDDLE NAME

HOME ADDRESS

HOME PHONE #

CELL PHONE #

E-MAIL ADDRESS

PLEASE FILL OUT BACK SIDE

EMERGENCY CONTACT INFORMATION

LAST NAME FIRST NAME EMERGENCY PHONE #

LAST NAME FIRST NAME EMERGENCY PHONE #

LAST NAME FIRST NAME EMERGENCY PHONE #

BUSINESS OWNER INFORMATION

Business owner must reside in the state of Michigan. If residing out of state, please list a local owner or business manager who resides in Michigan.

LAST NAME FIRST NAME MIDDLE NAME

DATE OF BIRTH DRIVERS LICENSE# STATE OF ISSUE

HOME ADDRESS HOME PHONE # CELL PHONE #

E-MAIL

Will there be a lockbox located on the premises to access the building? YES NO
If yes, are the updated keys inside? YES NO

FIRE SAFETY INFORMATION

Are hazardous materials used, stored, or manufactured on the premises? YES NO

Do you have an automatic external defibrillator (AED) on site? YES NO
If yes, where is it located?

By signing below, you grant the City of Norton Shores permission to run a criminal background check prior to approving your business registration. You understand that certain findings may disqualify you from obtaining approval for your registration.

APPLICANT SIGNATURE

DATE

*** YOUR BUSINESS IS NOT REGISTERED UNTIL FORM IS COMPLETE AND YOU HAVE RECEIVED YOUR CERTIFICATE.**

*** Payments can be made online at tiny.cc/nsbr to by check to the City of Norton Shores.**

*** SEPARATE APPLICATIONS AND FEES ARE REQUIRED FOR EACH BUSINESS LOCATION.**