



City of  
**WEIRTON**  
West Virginia

Inspections & Code Enforcement

200 Municipal Plaza

Weirton, WV 26062

1.304.797.8500 Ext #1010

[www.cityofweirton.com](http://www.cityofweirton.com)



## Business License Application

### Important Notice

**City of Weirton Codified Ordinance No. 2108 states no license shall be issued to any applicant who owes a financial debt to the city resulting from the non-payment of any Tax, Lien Service Charge or Other Assessment.**

License Year(s) Applying For: \_\_\_\_\_

- New Application
- Change of Ownership
- Change of Address
- Business Renewal

**FINANCE DEPARTMENT ONLY**

DATE: \_\_\_\_\_ APPROVED: \_\_\_\_\_  
INITIALS: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_

- Own Business Location
- Rent Business Location

Property Owner Name
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Property Owner Address
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Type of Business/Business Activity
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Legal Name of Business
Doing Business As Name (If Applicable)
Business Address – Street
Business Address – City, State, and Zip Code

Business Email Address

Business Telephone Number & Fax (If Applicable)

**State/Federal ID Number**

A copy of the WV State Tax Business Registration Certificate must be submitted in order process the business license.

**Total Square Feet:** \_\_\_\_\_

Total Square Feet means the sum as measured by the exterior dimensions of the structure multiplied by the number of stories, but shall not include any part of a structure encompassed by porches, attics, and basements (when not utilized).

- Business employs workers in city limits

**For Contractors:** Please attach a copy of your WV Contractor's License with this application.

**WV License #** \_\_\_\_\_

**Expiration Date** \_\_\_\_\_

**For Alcohol Sales:** Please attach a copy of your WV Beer, Wine, and/or ABCA License with this application.

- Business serves alcohol.

- Business has nude/partial nude dancers.

Legal Point of Contact Name & Title
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Legal Point of Contact Address – Street

Legal Point of Contact Address – City, State, and Zip Code

Legal Point of Contact Email Address

Legal Point of Contact Phone Number

**The Annual License Fee is Due to the City of Weirton, West Virginia by January 1st.**

<b>Amusement</b>			
<b>Licensed Activity</b>	<b>Rate</b>	<b>Units</b>	<b>Amount</b>
A. Dance Floors	\$50.00		
B. Theater	\$125.00		
C. Bowling Alley	\$15.00 Per Lane		
D. Pinball Machines	\$30.00		
E. Billiard Tables	\$15.00 Per Table		
F. Fireworks	\$400.00		
G. Carnivals & Circus	\$100.00 Per day		
H. Fortuneteller	\$750.00		

<b>Hawkers and Peddlers</b>			
<b>Licensed Activity</b>	<b>Rate</b>	<b>Units</b>	<b>Amount</b>
A. On foot or Cart	\$5.00		
B. Vehicle $\frac{1}{2}$ to 1 Ton	\$22.50		
C. Vehicle 1 to 2 Tons	\$75.00		
D. Vehicle Exceeding 2 Tons	\$150.00		

<b>Vending Machines</b>			
<b>Licensed Activity</b>	<b>Rate</b>	<b>Units</b>	<b>Amount</b>
A. Each 1 cent Device	\$3.00 Each		
B. Each 5 Cent & Greater Devices	\$7.50 Each		

<b>Sales and Services</b>			
<b>Licensed Activity</b>	<b>Rate</b>	<b>Units</b>	<b>Amount</b>
A. Professional Services	\$15.00		
B. Retail License	\$15.00		
C. Restaurant/Hotel	\$15.00		
D. Wholesale License	\$75.00		
E. Taxicab Stand	\$75.00		
F. Coin Operated Laundry	\$ .50 Per Device		
G. Outdoor Advertising	\$100.00		
H. Public Utilities	\$350.00		
I. Home Occupation	\$15.00		
J. Pawn Shop	\$100.00		
K. Bondsman	\$100.00		
L. Loan Establishments	\$100.00		
M. Cable/Internet	\$100.00		
N. Contractor	\$15.00		
O. Handyman	\$15.00		
P. Commercial Rental	\$15.00		
Q. Residential Rental	\$15.00		

<b>Liquor</b>			
<i>Items A-L Must Include M</i>			
<b>Licensed Activity</b>	<b>Rate</b>	<b>Units</b>	<b>Amount</b>
A. Private Club Less than 100 members	\$150.00		
B. Private Club 100 to 300 Members	\$225.00		
C. Private Club 300 to 600 Members	\$300.00		
D. Private Club Over 600 Members	\$450.00		
E. Liquor Sales	\$150.00		
F. Beer Sales	\$100.00		
G. Wine Sales	\$100.00		
H. Class A Retailers of Liquor	\$800.00		
I. Class B Retailers of Liquor	\$400.00		
J. Class C Retailers of Beer	\$100.00		
K. Beer Distributors	\$250.00		
L. Wine Distributors	\$500.00		
M. Retail Liquor Sales	\$15.00		

<b>Manufacturing</b>			
<b>Licensed Activity</b>	<b>Rate</b>	<b>Units</b>	<b>Amount</b>
A. Class A Over 100 Employees	\$300.00		
B. Class B 25 to 100 Employees	\$225.00		
C. Class C Less than 25 Employees	\$112.50		

10% Penalty  
Per Month After February 1<sup>st</sup> \_\_\_\_\_  
Total Amount Due: \_\_\_\_\_

**This application must be completed and returned with the proper fee or the business license will not be issued. Incomplete forms will be returned. Checks must be made payable to the City of Weirton.**

I hereby certify that the above information is true and correct:

<b>Signature of Applicant/Owner/or Contractor</b>
<b>Date Submitted</b>

**Please return to:**  
Inspections Department  
200 Municipal Plaza  
Weirton WV, 26062