

OCCUPATIONAL LICENSING



"Good Land • Good Living • Good People"
419 Washington Street • Shelbyville, KY 40065
(502) 633-7685

REGISTRATION FORM

Please complete and return with \$75 registration fee to 419 Washington Street, Shelbyville, KY 40065. Make checks payable to: "Shelby County Occupational License Fee Office". Note: The following information is necessary for our records and will be held in strict confidence.

Business or trade name _____

Business Owner _____

Local business address _____
(or Work From Home Address) Street City State Zip Code

Mailing address for forms: _____
Street City State Zip Code

Contact Name: _____ Email Address: _____

Business Telephone Number: _____ Direct Number or Extension: _____

Federal ID or Social Security#: _____ Business Classification (example: LLC, Corporation): _____

Nature of Business _____

Date business started in Shelby County ____/____/____ (Month/Day/Year)

Do you have employees working in Shelby County? YES NO

Do you have employees working in Simpsonville? YES NO

Accounting period per federal income tax return Calendar year (12/31) Fiscal Year ____/____ (Month/Day)

Signature Print Name and Title (i.e. Owner, CEO, etc.) Date

Please indicate form of payment: Check # _____ Cash

If your physical business location will be located within the county, you must first get signed approval from Triple S Planning and Zoning (located at 419 Washington Street Shelbyville, KY 40065) stating your business is approved for the zone of the location.

Zoning Official Signature: _____ Date: _____

If your business in Shelby County consists of a jobsite or work from home employee, please sign below to signify the above does not apply to you.

Business Signature: _____ Date: _____

Rusty Newton

Occupational License Fee Administrator
Phone: (502) 633-7685 rusty.newton@shelbycoky.com
Monday - Friday 8:30 am - 4:30 pm