

# CITY OF CLINTON BUSINESS REGISTRATION

---

1. The city of Clinton maintains a current list of all active business establishments within the city limits. This includes *brick & mortar businesses, service providers, vendors*, and any other commercial establishments.
2. This list is maintained by the City as a source of accurate information in the event of emergency and disaster, as required by local & state regulations.
3. This business list is published online as a reference for the public, on the City's official website at <https://clintonark.com/biz>.
4. If your business is registered with the City, you can request a change of information at any time by visiting City Hall, or via the convenient *Update Form* on our website.
5. A copy of the ordinance is posted online.

*What does the new Occupational License Ordinance mean for my business?*

*The business registration process is intended to help regulate & protect the safety and credibility of our business community, as well as to maintain accurate local information.*

## NEW Businesses:

As of May 11, 2017, any **NEW** business venture opening within the Clinton city limits is required by law to register with the City and pay a mandatory license fee of **\$25.00**.

Your business requires a **Certificate of Occupancy** before opening. In order to receive this, your business site must pass inspection by the local zoning official before being approved to do business in the city of Clinton. You must also present evidence that your business has passed other applicable inspections (including

health inspections) that are required by law to conduct business. The business license must be displayed prominently on site.

*A business with multiple locations within the city limits must register each location separately. **To apply for a business license, please visit City Hall in person at 197 Court Street in Clinton.***

## Pre-existing Businesses:

As of MAY 11, 2017, any

### **PRE-EXISTING**

businesses within the Clinton city limits **MUST OBTAIN A BUSINESS LICENSE WITHIN 90 DAYS OF THE ORDINANCE.**

As of JANUARY 1, 2018, a pre-existing business is **NOT** required to pay the voluntary \$25.00 license renewal fee.

You will be grandfathered into the city's business registry at no additional cost. *You are still required to apply at City Hall with pertinent changes in the registration status of your business.*

## License Fee:

The Business License is valid for the term of one (1) calendar year, beginning January 1, at an annual cost of **\$25.00.**

***This initial fee is REQUIRED upon registration and VOLUNTARY for renewing businesses .***

## How are the Business License funds used?

The fees collected from payment of city business licenses are **applied to the ECONOMIC DEVELOPMENT** line item of the City's General Fund. This means **your money goes directly to support activities designed to provide benefits to local businesses**, attract more businesses to the area, and encourage a healthier business environment.

After the first year of operation, your business qualifies for **VOLUNTARY** registration. This means you will NOT be required to pay a renewal fee for your business. If you choose to renew your business license as a voluntary expense, your fee will be specifically used as part of the city's contributions towards local marketing, municipal improvements, parks & recreation activities, festivals, and more.

**Questions?** Call City Hall at **501-745-8110** if you would like assistance.

[www.clintonark.com/biz](http://www.clintonark.com/biz)