

**HAINES BOROUGH  
P.O. BOX 1209  
HAINES, ALASKA 99827**

**PHONE: (907)766-2711  
FAX: (907)766-2716**

**HAINES BOROUGH BUSINESS REGISTRATION**

This registration is required of all persons doing business within the City and Borough of Haines who:

- (1) Own and Operate a Business in the City and Borough of Haines.
- (2) Are residents of the City and Borough of Haines but who do not have a permanent business location separate from their residence.
- (3) Perform services within the City and Borough of Haines.
- (4) Are Itinerant business persons.

The registration must be filed with the Haines Borough office before engaging in any retail sales, rent collection or performance of services (HBC 3.40.180) unless exempt under the provisions of the Haines Borough Code.

**BUSINESS NAME:** \_\_\_\_\_

**To be Operated by:** \_\_\_\_\_

**PHYSICAL LOCATION:**

**MAILING ADDRESS:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**PHONE: (Business)** \_\_\_\_\_

**(Home):** \_\_\_\_\_

**BUSINESS LOCATION:** \_\_\_\_\_

(If different from above)

**ALASKA BUSINESS LICENSE #:** \_\_\_\_\_

**NATURE OF BUSINESS:** \_\_\_\_\_

**FEE:** A fifty (\$50.00) dollar payment is required at the time of registration, which is valid for two years; the remainder of the calendar year in which you apply and all of the following year. Thereafter, a registration renewal fee of \$50.00 dollars will be required bi-annually by March 1<sup>st</sup> following the year of expiration. New registrations shall be automatically mailed to businesses that are current in remitting the registration fee, sales tax and reports through December of the previous year. An Itinerant Merchant is required to deposit a \$250.00 cash bond with the City of Haines. This bond will be refunded upon submission of the required sales tax and reports remitted to the Haines Borough.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOR OFFICE USE ONLY:**

**Issued By:** \_\_\_\_\_

**Registration #:** \_\_\_\_\_

**Date:** \_\_\_\_\_