



Matanuska-Susitna Borough
 Finance Department
 350 East Dahlia Avenue,
 Palmer, Alaska 99645
 Phone (907) 861-8442

Borough Application #:

You can also apply online at the following website!
<https://ecommerce.matsugov.us>

BUSINESS LICENSE APPLICATION

LICENSE FEE: \$100.00

PREFERRED LICENSE DELIVERY METHOD: USPS EMAIL

Business Name: _____
 Owner's Name: _____
 Mailing Address: _____

 City State Zip Code

(The physical address/location is required for license to be issued)
 Business Telephone: _____
 Location of Business: _____
 Additional Locations: _____

Contact Person: _____
 Telephone: _____ Fax: _____
 E-Mail Address: _____

Description of Business: _____

State of Alaska Business License # _____

Ownership is:
 Sole Proprietorship _____
 Partnership _____
 Corporation _____
 Non-Profit _____
 Other (LLC, LLP) _____

Business Location:
 City of Palmer _____
 City of Wasilla _____
 City of Houston _____
 Outside City Limits _____
 Talkeetna Area 36 _____

Application is:
 Renewal _____
 New _____

NAICS Code #: _____
Secondary Code #: _____

Business licenses are issued **biennially** for a **two year** period or for any part thereof. The biennial period will begin with January 1 of the year the license is being applied for and end December 31 of the following year. The license expires on the last day of the **biennial** period. The borough business license must be prominently displayed at the place of business of every seller; any seller who has no regular place of business shall display the license upon request. When a business has more than one location, each location shall be listed on the license. The original license shall be displayed at the main location and a copy of the license displayed in each branch location. If the business is continued at the same location but there is a change in its form of organization, such as from a single proprietorship to a partnership or a corporation, the admission or withdrawal of a partner, or any other change, the seller making the change shall surrender his old borough business license to the borough for cancellation. The successor seller shall file a new application for a borough business license, and upon receipt of a proper application properly executed, a new borough business license will be issued to the successor seller. When there is a change of location for the seller's place of business, a new business license is required showing the new address. Failure to comply in obtaining a borough business license is subject to the borough's penalty code. Make checks in the amount of **\$100.00** payable to the Matanuska-Susitna Borough.

Other Borough Permits may also be required. Contact the Borough Code Compliance Division to determine applicable rules or permits (907) 861-7822.

I do hereby make application for a Matanuska-Susitna Borough Business License for the biennial period _____.

Signed _____

Date _____

Printed _____