



**SWINOMISH INDIAN TRIBAL COMMUNITY**

OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT  
 11367 Moorage Way, La Conner, Washington 98257-0817  
 Phone (360) 466.7280 | Fax (360) 466.1615

Business Applications may be turned in via email ([permits@swinomish.nsn.us](mailto:permits@swinomish.nsn.us)) or given directly to the Planning Office. Payment will need to be made by check or cash.

<b>BUSINESS INFORMATION</b>				
<b>Business Name</b>				
<b>Trade Name</b>				
<b>Mailing Address</b>				
<b>Business Address</b>				
<b>Ownership Type</b>	<input type="checkbox"/> INDIVIDUAL	<input type="checkbox"/> PARTNERSHIP	<input type="checkbox"/> CORPORATION	<input type="checkbox"/> NON-PROFIT
<b>Owner(s)/ Partner(s)/ or Officer(s)</b>	<b>NAME(S):</b>		<b>TITLE(S):</b>	
<b>Email</b>				
<b>Business Phone</b>				
<b>Cell Other/ Phone</b>				
<b>Business Type</b> <i>(mark all that apply)</i>	<input type="checkbox"/> RETAIL	<input type="checkbox"/> SOLICITING	<input type="checkbox"/> MANUFACTURE	<input type="checkbox"/> FINANCIAL SERVICES
	<input type="checkbox"/> WHOLESALE	<input type="checkbox"/> SPECIAL EVENT	<input type="checkbox"/> REAL ESTATE	<input type="checkbox"/> PERSONAL SERVICES
				<input type="checkbox"/> HOME OCCUPATION
				<input type="checkbox"/> OTHER (describe below)
<b>Business Description</b>				
<b>Location of Operation</b> <i>(if no fixed address)</i>			<b>Number of Employees</b>	

Within the last 10 years, have you or your business been the subject of any civil or criminal judgement or action?  YES  NO

If yes, please explain:

Will hazardous or flammable materials be stored or used at the business site?  YES  NO

If yes, type and quantity:

In case of emergency, notify:

<b>IMPORTANT INFORMATION – PLEASE READ AND SIGN BELOW</b>	
<ul style="list-style-type: none"> <li>• Non-refundable fee must accompany application. (Fees listed on back)</li> <li>• Validated licenses will be mailed.</li> <li>• Make checks payable to SITC.</li> <li>• License is active for one year from issuance.</li> <li>• License must be displayed by business for viewing purposes.</li> </ul>	<ul style="list-style-type: none"> <li>• The Tribe may require proof of insurance.</li> <li>• Licensee must comply with Swinomish Tribal Codes.</li> <li>• Business Licenses are subject to the provisions in SITC 15.6- Business Licensing</li> <li>• Licensee is required to notify Planning Office of any change in address or name of business</li> </ul>

I declare under penalty of perjury that the information and statements contained herein are true and correct to the best of my knowledge and belief; I am aware that any violation of Swinomish Indian Tribal Code will be cause for termination of the business license.

**Signature**

**Date**



OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT  
11430 Moorage Way, La Conner, Washington 98257-0817  
Phone (360) 466.7280 | Fax (360) 466.1615

## Fees

- (1) Business License: A \$50.00 application fee shall be paid at the time of application for a Business License. In addition to this application fee, the applicant must pay the Tribe at the time of application the cost of a criminal background investigation by the Tribe of the applicant.
- (2) Business License Renewal: A \$50.00 renewal fee shall be paid each year at the time of application for renewal of each Business License.
- (3) Special Event Business License: The amount of a Special Event Business License Application fee for a particular event may be established by the Senate. If the Senate does not establish the fee for a particular event, then the Special Event Business License application fee shall be set by the group or Department that is conducting the Special Event. The Special Event Business License Application fee shall be paid at the time of application.
- (4) Special Event Deposit: Any person who is found eligible to be issued a Special Event Business License shall pay, before the license will be issued, a clean-up fee deposit of \$100.00. The clean-up fee shall be refunded in accordance with usual Tribal accounting procedures after an inspection of the site by an authorized Tribal official who finds the site to be satisfactory.
- (5) Wholesale Sales Business License: A \$500.00 application fee shall be paid at the time of application for a Whole Sales Business License.
- (6) Wholesale Sales Business License Renewal: A \$500.00 renewal fee shall be paid each year at the time of application for renewal of each Wholesale Sales Business License.
- (7) Fixed Retail Sales Business License: A \$150.00 application fee shall be paid at the time of application for a Fixed Retail Sales Business License.
- (8) Fixed Retail Sales Business License Renewal: A \$150.00 renewal fee shall be paid each year at the time of application for renewal of each Fixed Retail Sales Business License.
- (9) Late Fee: A late payment fee of \$15.00 shall be paid for each ten (10) calendar days of delinquency after a renewal application and renewal fee are due. This fee shall be paid at the time of application for renewal of the Business License.
- (10) Administrative Fees: An administrative fee of \$10.00 shall be paid by any Business Licensee that requires a license to be re-issued to reflect a new address or name change.