

# APPLICATION FOR OCCUPATION TAX PERMIT

Ref: CITY OF POCAHONTAS ORDINANCE 99-9

(For Office use only: \_\_\_\_\_ )

FEDERAL ID NUMBER \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

DRIVERS LICENSE # \_\_\_\_\_ If SOCIAL SECURITY Number is used for Tax purposes check here

NAME OF BUSINESS \_\_\_\_\_

Owner(s) of Business \_\_\_\_\_

Physical Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

Average Inventory:\$ \_\_\_\_\_ (or) # if Employees: Amt. of remittances: \$ \_\_\_\_\_

Business Type: \_\_\_\_\_  
(brief description of Sales or Services)

I CERTIFY THAT THIS INFORMATION IS CORRECTION TO THE BEST OF MY KNOWLEDGE

Owner \_\_\_\_\_ DATE \_\_\_\_\_  
If a Retail business use *SCHEDULE A* to determine fee.

### SCHEDULE A:

INVENTORIES BETWEEN AN ASCERTAINED VALUE OF:

	TO	\$	3,000.00	*****	\$	25.00
			5,000.00	*****	\$	35.00
\$			10,000.00	*****	\$	50.00
\$			20,000.00	*****	\$	75.00
\$			40,000.00	*****	\$	100.00
\$			60,000.00	*****	\$	150.00
\$			90,000.00	*****	\$	200.00
\$			125,000.00	*****	\$	250.00
\$			175,000.00	*****	\$	300.00
\$			225,000.00	*****	\$	350.00
\$			275,000.00	*****	\$	400.00
\$			325,000.00	*****	\$	450.00
\$			400,000.00	*****	\$	500.00
\$			500,000.00	*****	\$	600.00
\$			750,000.00	*****	\$	750.00
\$			ONE MILLION	*****	\$	1,000.00
			OVER ONE MILLION	*****	\$	1,500.00

All other Business uses *SCHEDULES B* to determine fee

### SCHEDULE B:

NUMBER OF EMPLOYEES	Fee	NUMBER OF EMPLOYEES	FEE
Owner/only employee *****	\$ 50.00	20-29 *****	\$ 175.00
1-3 *****	\$ 75.00	30-39 *****	\$ 195.00
4-6 *****	\$ 85.00	40-49 *****	\$ 215.00
7-10 *****	\$ 95.00	50-69 *****	\$ 235.00
11-13 *****	\$ 105.00	70-100 *****	\$ 250.00
14-16 *****	\$ 115.00	OVER *****	\$ 270.00
17-19 *****	\$ 135.00	PEDDLERS PERMIT *****	\$ 25.00

MAKE CHECK PAYABLE TO:  
 City of Pocahontas  
 410 North Marr  
 Pocahontas, Arkansas 72455

Plases return this Application with Payment

**Mayor**  
Keith Sutton

***City of Pocahontas***  
**OFFICE OF SUZANNE HAWKINS**  
**CITY CLERK/TREASURER**

**Aldermen**  
Wayne Broadway

**City Clerk /  
Treasurer**  
Suzanne Hawkins

*410 N. Marr  
Pocahontas, Arkansas 72455  
870-892-9661 Voice  
870-892-4284 Fax*

Rainer DeClerk

Keith Futrell

Ben Pond

Rob Olvey

**City Attorney**  
Alexander S. Bigger

*e-mail: cityclerk@cityofpocahontas.com*

Nathan Camp

June 7, 2019

***ATTN: BUSINESS OWNERS/MANAGERS***

**RE: OCCUPATION PERMIT RENEWALS – City Ordinance 99-09**

Occupation Permits are required for all individuals or business conducting operations within the city limits of Pocahontas. Occupation Permits are for the period of July 1, 2019 through June 30, 2020. Enclosed with this letter you will find an application for permit. Please complete the top of the sheet and pay according to either Schedule A or Schedule B. If your business is a **service type**, use Schedule B ONLY. **Retail establishments use Schedule A.** Permits should be displayed in a visible location upon receipt.

**Schedule A** is for **retail business only**, that is those who have a location where goods or products are kept for purchase by the general public. This schedule is rated by the average dollar amount of inventory kept for resale.

**Schedule B** is for **service oriented businesses and/or manufacturing entities**, that is, those businesses or professionals who *do not keep an inventory of goods or products for sale*, but provide a service to the general public. This would include restaurants. This schedule is rated by the number of employees used to provide your service.

**Peddlers Permit** is only for seasonal businesses – Contact the Clerk office to inquire about qualifying for this type of permit.

Payment is due in the Pocahontas City Clerk/Treasurer Office by **July 1, 2019**. You may mail your application and remittance to City Clerk, 410 N. Marr St., Pocahontas, AR. 72455 or come by the City Clerk's Office in the Municipal Building. Check or Cash are acceptable for payment. If you have any question call 870-892-9661.

Thank you,  
Suzanne Hawkins  
City Clerk/Treasurer  
City of Pocahontas