



# WEILIN TONG/童炜林

移民管理局资料备案号: 371628CN87FJ19

## 律师担保

### 公民移民律师担保查询

 **NORTON ROSE FULBRIGHT**

#### INSTRUCTIONS FOR COMPLETING THE CITY OF SURPRISE BUSINESS LICENSE APPLICATION

**Important:** You must complete each of the sections  
below or your Application will be returned  
unprocessed

#### USE THIS APPLICATION TO:

- **License a New Business:** A new business with no previous owners
- **Change Ownership:** If acquiring or succeeding to all or part of an existing business or changing the business entity (sole owner to corporation, etc.)
- **License an Existing Business at a New Location:** If business is moving to a different address located within the City of Surprise. If you need to update information recorded on your license account, please provide written notification of the changes including your business name and license account number.

#### SECTION A: BUSINESS INFORMATION (see Page 2)

1. Enter the **legal business name** of the owner or employing unit (name of corporation as listed in its articles of incorporation, or individual and spouse, or organization owning or controlling the business).
2. Enter the name of the business/DBA (**doing business as**). If same as #1 above, enter "same."
3. Enter the **physical location** of the business. This can not be a P.O. Box or route number.
- 3 a & b. Enter the square footage in the appropriate spot.
4. Enter the **business telephone number**, including the area code.
5. Enter the **business fax number**, including the area code.
6. Enter the **mailing address** where all correspondence is to be sent. You may use your home address, corporate headquarters, or accounting firm's address, etc.
7. a & b Enter the **email address** and **web address** if applicable.
8. Enter the **start date** of business activity in the City of Surprise.
9. Enter the **number of employees** at this location.
10. Enter the **Federal Employer Identification Number (FEIN)**. The FEIN is required for all employers.
11. Enter the **Social Security Number** of sole proprietors that do not have an FEIN number established.
12. Identify the **ownership type** for the business.
13. Identify the **owners (partners, corporate officers of the business)**. Enter as many as applicable; attach a separate sheet if additional space is needed.
14. Enter the **license/account/file numbers and provide copies of any additional state/county/federally-issued licenses**.

#### SECTION B: BUSINESS ACQUISITION INFORMATION (see Page 3)

1. Enter the date the business was **acquired**.
2. Enter the name of the **Previous Owner(s)**.
3. Enter the former **Business Name**, if different.

#### SECTION C: LANDLORD INFORMATION (see Page 3)

1. Enter the name of your **landlord**.
2. Enter the **mailing address** of your landlord.
3. Enter the **telephone number** of your landlord.
4. Identify if this is a **sublease**.

#### SECTION D: BUSINESS TYPE/BUSINESS ACTIVITY/TYPE OF CONTRACTOR (see Page 3)

1. Describe the major business activity (principal product you manufacture, commodity sold, or services performed). Your description of the business is very important because it determines your license classification and corresponding licensing fee.
2. Check the category that most suits your business. If more than one, please mark all that apply indicating which ones are the primary business functions. Proceed to the section indicated in italics.

#### SECTION E: APPLICANT SIGNATURE The application **must** be signed by a representative of the business. (see Page 3)

**PUBLIC SAFETY EMERGENCY CONTACT INFORMATION SHEET** This form will be used for after hour's emergencies. (see Page 4)

#### SECTION F: SUPPLEMENTAL BUSINESS INFORMATION (see Page 5)

- F-1 Provide copies of the listed items  
F-2 Identify the quantity of the individual types of machines.  
F-3 Provide a list of required information  
F-4 Provide a summary of the proposed business to include: **hours of operation, activities, machinery that will be used, chemicals that will be used, delivery schedules and times. Sign & date section.**

**Licensing Eligibility Requirement (ARS §41-1080) (see Page 6)** Provide proof of lawful presence in the United States  
**Licensing Eligibility Verification Form Non-Sole Proprietor (see Page 7)** Provide license #, business name, address, sign and date