

# TREE TRIMMER BUSINESS LICENSE APPLICATION



City of Burlington  
 400 Washington Street  
 Burlington, IA 52601

Kathleen P. Salisbury, MMC - City Clerk

City Clerk's office - (319) 753-8124

Effective January 1<sup>st</sup> thru December 31<sup>st</sup>  
 Yearly License - \$57.50

**SECTION I - NAME & ADDRESS**

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_  
address city state zip

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_  
address city state zip

Business Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Cell Phone No.: \_\_\_\_\_  
(optional)

<b>SECTION II - SOLE PROPRIETOR INFORMATION</b>		
<b>Individual Information</b>		
Sole Proprietor's Name	Address	% of Ownership

**SECTION III - PARTNERSHIP INFORMATION**  
**Partnerships must supply a copy of last year's tax return showing partnership.**  
**New partnerships must supply articles of partnership from their attorney.**

Address of principal place of business of partnership: \_\_\_\_\_

<b>General Partners</b>	
Name of Partner	Address

Limited Partners	
Name of Partner	Address

**SECTION IV - OTHER CORPORATION INFORMATION**

Name and address of corporation: \_\_\_\_\_

Principal place of business of the corporation: \_\_\_\_\_

Stockholder Information - list all		
Name of Stockholder	Address	% of Shares

Corporation Directors & Officers - list all	
Name	Title

*By my signature, I hereby certify that the above information is true and complete to the best of my knowledge and belief:*

Signature of Applicant: \_\_\_\_\_

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





**LIST OF VEHICLES & EQUIPMENT USED FOR TREE SERVICE:**

**Submit copies of ownership of vehicles and equipment**

(proof of insurance certificate; vehicle registration; vehicle title; declaration page of insurance listing vehicle and ownership).

Copies of lease agreements, if leasing.

<b>VEHICLES USED FOR TREE SERVICE</b>		
Complete for any vehicle to be operated under this license.		
Year	Make	License Plate No.

<b>EQUIPMENT USED FOR TREE SERVICE</b>



## **City of Burlington** **TREE SERVICE LICENSE REQUIREMENTS**

1. General Liability for injury to persons or property with a minimum limit of \$100,000 for each person injured; \$300,000 for each occurrence; \$50,000 for property damage; and \$25,000 Automobile Liability.  
City of Burlington must be listed as additional insured.
2. List of employees.
3. Proof of Workers Compensation:
  - a. Workers Compensation required for all employees, including family members.
  - b. Partnerships must supply: copy of last year's tax return showing partnership.  
New partnerships must supply - articles of partnership from their attorney.
4. List of equipment.
5. Copies of ownership of vehicles and equipment (proof of insurance certificate; vehicle registration; vehicle title; declaration page of insurance listing vehicle and ownership). Copies of lease agreements, if leasing.
6. Copy of Iowa sales tax permit.

**Pro-rated fees are only available for NEW tree trimming businesses.**

### **Tree Trimmer Fees**

<b><u>New License</u></b>	<b><u>Fee</u></b>
January - March	\$57.50
April - June	\$43.14
July - September	\$28.75
October - December	\$14.38

If you have any questions, please call (319) 753-8124.