



BYRON W. BROWN  
Mayor

# CITY OF BUFFALO

## PERMIT & INSPECTION SERVICES OFFICE OF LICENSES



JAMES COMERFORD  
Commissioner

### SELF-SERVICE LAUNDRY LICENSE APPLICATION

1. For a New License, see the cover sheet for required documentation
2. The **FEE** for both new license and renewal application is \$215.00
3. Submit **EITHER** A or B
  - A. General Liability Certificate, Naming the City of Buffalo Office of License 301 City Hall Buffalo, NY 14202 as certificate holder.
  - B. Submit a **BOND** for \$2000.00 Bond must be signed & notarized by both applicant & attorney.  
Attached to bond: Power of Attorney & Assets & Liabilities

Name of Applicant \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Home address \_\_\_\_\_

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

Business address \_\_\_\_\_

Corporate Name: \_\_\_\_\_

How Many Washers: \_\_\_\_\_ How Many Dryers: \_\_\_\_\_

**Applicant signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Subscribed & sworn before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Commissioner of Deed for the City of Buffalo

Office of Licenses  
65 NIAGARA SQUARE / 301 CITY HALL  
BUFFALO, NY 14202-3303  
(716) 851-4078 / (716) 851-6583 FAX: (716) 851-4972

CITY OF BUFFALO-BUSINESS LICENSE APPLICATION

65 Niagara Sq. City Hall Room 301 Buffalo, NY 14202

Phone (716)851-4078 / (716)851-6583 Fax (716)851-4952

**APPLICANT NOTIFICATION**

**ALL Applications/Applicants requiring Common Council Approval MUST HAVE THIS NOTIFICATION SIGNED BY COUNCIL PERSONNEL FOR THE APPLICABLE DISTRICT COUNCILMEMBER LISED BELOW & RETURN THIS NOTIFICATION TO THE OFFICE OF LICENSE prior to the application being considered for Approval.**

**THIS IS NOT AN APPROVAL NOR DOES THIS DOCUMENT INFER THAT SAID APPROVALS WILL BE GRANTED**

License Application Address \_\_\_\_\_ Buffalo, NY \_\_\_\_\_

DELAWARE DISTRICT	JOEL P. FEROLETO	1405 CITY HALL	851-5155
ELLCOTT DISTRICT	DARIUS G. PRIDGEN	1315 CITY HALL	851-4980
FILLMORE DISTRICT	MITCHELL P. NOWAKOWSKI	1408 CITY HALL	851-4138
LOVEJOY DISTRICT	BRYAN BOLLMAN	1316A CITY HALL	851-5151
MASTEN DISTRICT	ULYSEES O. WINGO, SR.	1414 CITY HALL	851-5145
NIAGARA DISTRICT	DAVID A. RIVERA	1504 CITY HALL	851-5125
NORTH DISTRICT	JOSEPH GOLOMBEK JR.	1502 CITY HALL	851-5116
SOUTH DISTRICT	CHRISTOPHER P. SCANLON	1401 CITY HALL	851-5169
UNIVERSITY DISTRICT	RASHEED N. C. WYATT	1508 CITY HALL	851-5165

Council Personnel Signature \_\_\_\_\_ District \_\_\_\_\_

Date \_\_\_\_\_



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**REQUIRED COPIES of DOCUMENTATION with BUSINESS LICENSE APPLICATION**

- Copy of** current **Government Issued Photo Identification**  
(i.e. Driver's License or Green Card)
  
- Copy of** current **Utility Bill** listing applicant's home address  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
  
- Copy of** **New York State Tax ID Certificate** *or* **Social Security Number**  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
  
- Copy of** **DBA (Business Certificate)** *or* **Corporate Filing Receipt**  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
  
- Copy of** **Property Address** with proof of ownership, (e.g.) deed or notarized letter of intent to lease from property owner.  
  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
  
- Submit a Police Record Check for**  

Auctioneer	Second Hand Dealer
Collection Agency	Scrap Processor
Arcade	Tire Handler
Public Dance Hall	Used Car Dealer
Restaurant Dance	Pawn Broker
Landscape/Snow Removal	Lodging House
Tow Tuck	Lodging House Agent
Taxi Cab Driver	Flea Market
  
- Complete Application Form**
  
- Complete New License Affidavit**
  
- Submit Required Documentation with Fee**
  
- Complete New License Affidavit Submit**
  
- Required Documentation with Fee**