CITY OF BUFFALO - LICENSE APPLICATION

65 Niagara Sq. City Hall Room 301 Buffalo, NY 14202
Phone (716) 851-4078 Fax (716) 851-4952

Type of Entity

☐ Sole Proprietor ☐ Corporation ☐ Partnership ☐ Limited Liability Company

☐ Restaurant 1-200 seats $200.00
☐ 201-400 seats $275.00
☐ 400+ seats $350.00

☐ Certificate of Inspection $100.00
(Public Assembly) Restaurant 50+ seats

☐ Coin Control Amusement $55.00
# games ____ per game

☐ Arcade # games ____ per game $55.00
COMMON COUNCIL REQUIRED

☐ Music mechanical $60.00

☐ News Stand $175.00

☐ Restaurant Dance
☐ Floor Show $450.00
☐ Live Music $250.00
☐ Mechanical $175.00

COMMON COUNCIL REQUIRED

☐ Public Dance (based on sq ft)
COMMON COUNCIL REQUIRED

☐ GoGo Dancing $500.00
COMMON COUNCIL REQUIRED

☐ Skating Rink $250.00
COMMON COUNCIL REQUIRED

☐ Bowling Alley per lane $35.00
# lanes ______

☐ Billiard Parlor per table $35.00
# tables ______
COMMON COUNCIL REQUIRED

 Corporation Name _____________________________________________

Business Name (dba) _____________________________________________

Business Address (no PO Box) ______________________________________

Mailing Address (if different) ______________________________________

NYS Tax ID # __________________ Business Website __________________
E-Mail __________________

Owner(s)/ Principal Partners

Applicant (last, first) ___________________________ Home Phone __________

Home Address: (PO Box not acceptable) ____________________________
Date of birth ______________ Place of Birth ___________________

Co-Applicant (last, first) ___________________________ Home Phone __________

Home Address: (PO Box not acceptable) ____________________________
Date of birth ______________ Place of Birth ___________________

Describe your specific business activity in detail. ___________________________________________________________

I am aware of the obligation to provide timely notice of any change in required information, and I have informed all owners, managers, or other principals of their criminal and/or civic responsibility for the timely fulfillment of restrictions and conditions to the license or timely abatement of any nuisance activity at or associated with the business. Initial ___

As an authorized agent of the entity identified above, I certify the information on this form is true, correct, complete and current to the best of my knowledge and belief.

Print Name ___________________________ Date __________

Applicant must be present at time of all inspections.

For office use only
Subscribed and sworn before me this _____ day of __________ 20 __

Commissioner of Deeds -- City of Buffalo

App No ___________________________
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 Proof of Ownership of Property (Deed) for Business location
   or a Commercial Lease Agreement
   (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
   Tire Handler

   Arcade
   Public Dance Hall  Used Car Dealer
   Restaurant Dance  Pawn Broker
   Landscape/Snow Removal  Lodging House
   Tow Tuck  Lodging House Agent
   Taxi Cab Driver  Flee Market

☐ Complete Application Form

☐ Complete New License Affidavit

☐ Submit Required Documentation with Fee

☐ Sign Council Notification Form
HOUSING COURT VIOLATION LICENSE APPLICATION AFFIDAVIT

I, ____________________________________________ have submitted a License Application(s) (print applicant name)

with the City of Buffalo’s Office of Licenses at: ____________________________________________. (business location)

I am applying for the following license types: ______________________________________________.

By signing this affidavit, I do hereby attest to the fact that neither I nor any partners and/or corporate officers of this business entity have any existing and/or pending City of Buffalo Housing Court proceedings against the property listed above nor any other properties owned in the City of Buffalo. I further understand that if, or any reason, the Office of Licenses finds this information to be inaccurate; that the City of Buffalo reserves the right to deny the issuance of any and all City of Buffalo Licenses requested to operate this business entity.

NEW LICENSE APPLICATION AFFIDAVIT

I am aware that it is a violation of city ordinances to operate my business establishment without all required licenses, and that I must not open and/or operate my business establishment until said time that all the required licenses have been issued. I further understand, that if for any reason, the Office of Licenses deems my business establishment to have been open and/or operated prior to the issuance of all required city licenses, that this shall constitute a violation of city ordinances and said violation shall be cause to deny the issuance of any and all city licenses required to operate my business establishment.

Subscribed and sworn before me this _____ day of ___________ 20 ___

__________________________________________
Applicant Signature

_____________________________
Date _____________________

Commissioner of Deeds in and for the City of Buffalo