



PUEBLO OF ISLETA - BUSINESS PERMIT APPLICATION

New Permit _____ Renewal _____ Amended Application _____	Application Date: _____
--	-------------------------

I. APPLICANT CONTACT INFORMATION

Name of Applicant	
Home Address	
Home Phone	Cell Phone
Tribal Member No.	Email Address

II. BUSINESS INFORMATION

<p>A. Name of Business: _____</p> <p>Any Other Names Used for the Business: _____</p>
<p>B. Mailing Address of Business: _____</p> <p>City: _____ State: _____ Zip Code: _____</p>
<p>C. Physical Location of Business: _____</p> <p>_____</p> <p>Is Business Owner also Owner of Land Assignment Where Business Is Located? Yes _____ No _____</p> <p>If No, then list name of Owner of Land Assignment _____</p>
<p>D. Business Phone #: _____ Fax Phone # _____</p> <p>Email Address for Business: _____</p>
<p>E. Type of Business (Describe the Business and Type of Service or Product Provided by the Business):</p> <p>_____</p> <p>_____</p> <p>_____</p>

Applicant Name	Application Date
----------------	------------------

F. Ownership Type: Sole Proprietor _____ Corporation _____ Partnership _____ LLC _____
 Not For Profit _____ Joint Venture _____ Other _____

G. If Business is a Corporation, Partnership, LLC or other form of Business Structure, list ALL Owners, Partners or Principals, including addresses, phone and fax numbers, and tribal member no. if applicable:

H. Has the Applicant, or any individual listed in G. above ever been convicted of any felony, or crime of theft or fraud? No _____ Yes _____ If Yes, give full details: _____

I. If applicable, is applicant bonded? _____	J. Number of Employees:
---	--------------------------------

III. CLASSIFICATION OF BUSINESS AND FEE SCHEDULE (Check One)

1. _____ Class B Business Permit - Businesses Required to Register (No Fee)
2. Class C Business Permit - General Retail/Services
_____ Isleta Tribal Member - Sole Owner/Proprietor (\$250.00/year)
_____ Isleta Tribal Member in Corporation, Partnership, LLC, or Other Business Structure with other Isleta Tribal Member(s) (\$250.00/year <u>per</u> Tribal Member Partner) Number of Tribal Member Partners : _____
_____ Isleta Tribal Member in Corporation, Partnership, LLC, or Other Formal Business Relationship/ Structure with Non-Member(s) (\$1,000.00/year)
_____ Non-Member Business Located on Pueblo Enterprise Property or Property Owned by Tribe (\$1,000.00/year)

Applicant Name	Application Date
----------------	------------------

<p>3. Class D Business Permit - Retail Cigarette Vendor</p> <p>___ Isleta Tribal Member - Sole Owner/Proprietor (\$250.00/year)</p> <p>___ Isleta Tribal Member in Corporation, Partnership, LLC, or Other Business Structure with other Isleta Tribal Member(s) (\$250.00/year per Tribal Member Partner) Number of Tribal Member Partners: _____</p> <p>___ Isleta Tribal Member in Corporation, Partnership, LLC, or Other Business Structure with Non-Member(s) (\$1,000.00/year)</p>
<p>4. ___ Class E Business Permit - Wholesale Cigarette Distributors (\$5,000.00/year)</p>
<p>5. Class F Business Permit – Peddler</p> <p>___ Per Day or any part thereof (\$20.00) ___ Per Week or any part thereof (\$50.00)</p> <p>___ Per Month or any part thereof (\$200.00) ___ Feast Day (\$25.00) (Tribal members are exempt from fees)</p>
<p>6. Class G Business Permit – Mobile Vendors</p> <p>___ Per Month or any part thereof (\$100.00) ___ Per Year or any part thereof (\$500.00)</p>
<p>7. ___ Class H Business Permit – Business Owned and Operated by Tribe (No Fee)</p>
<p>8. ___ Amended Permit Application (\$25.00 + any change in Permit fee due to change in business operation, if any)</p>

** No refund of fees for businesses discontinued during a permit term.

IV. PERMIT FEE PAYMENT (Payment must be made in full at time of application)

<p>Permit Class: _____ Fee Amount Owed: _____</p> <p>Amended Permit Fee: _____ Check No. _____</p> <p>Make Check Payable to: Pueblo of Isleta Treasury</p> <p>Cash: _____</p>	<p><u>OFFICIAL USE ONLY</u></p> <p>Fee Rec'd By: _____ Date: _____</p> <p>Check No: _____</p> <p>Cash: _____</p> <p>Receipt No. _____</p>
--	---

V. BUSINESS PERMIT TERMS: By filing a Business Permit application with the Pueblo of Isleta, the applicant agrees to the following:

- A. The applicant/permittee agrees to comply with all provisions of the Pueblo of Isleta Business Permit Policy and applicable Federal and Tribal laws to ensure proper business practices, employee and customer safety, and environmental protection. Businesses are subject to periodic inspections by the Tribe.

- B. The permittee is responsible for the conduct of the business operation and the employees and agents of the business. The permittee shall not allow the sale or use of illegal drugs, intoxicating liquor or contraband at place of business.
- C. The permittee consents to the jurisdiction of the Tribe, including the Isleta Tribal Court, with regard to matters arising from the conduct of business and the Pueblo of Isleta Business Permit Policy.
- D. The business permit is non-transferable and is restricted solely to the type of business for which the permit is issued.
- E. All businesses are encouraged to employ Isleta tribal members and/or other Native Americans.
- F. Permittee shall maintain copies of inspection reports and other required records and take corrective action to ensure compliance with the Pueblo of Isleta Business Permit Policy.
- G. The business permit shall expire at the end of **one year** from the calendar year of issuance, unless issued for a shorter time period, i.e. weekly, monthly. Renewal of a business permit must be submitted at least thirty (30) days prior to permit expiration date. Permit fees must be paid in full at time of application or renewal. No permit will be issued until full payment is received.
- H. The Pueblo of Isleta shall be held harmless of all claims and liabilities arising from the operation of the permitted business.
- I. Violation of the Business Permit Policy by the permittee shall be cause for suspension or termination of the business permit. No business is allowed to operate without a valid Business Permit.

I have read and agree to the above stated terms for the issuance of a Business Permit. I also declare that, to the best of my knowledge and belief, the information contained in my application is correct and complete.

Signature of Applicant

Name of Business

Printed Name

Date

I have received a copy of the Pueblo of Isleta Business Permit Policy. _____
(Applicant Initials) Date

<u>FOR OFFICIAL USE ONLY:</u>	
Application Received on: _____	Approved On: _____
Business Permit Issued on: _____	Permit Number: _____
Permit Expiration Date: _____	Denied On: _____
Notice Sent: _____	Notice Received: _____
Other Notes:	
(Form Revised 8/30/10)	