CLEAR FORM

eSTOP BUSINESS LICENSES

Master Application

Check appropriate box(es) and complete all applicable information.

eStop Business Licenses is now online! eStop.mt.gov

Business Changes

- ❑ **Register a new business with eStop**. See Section II for fees that apply.
- ❑ **Update business information, such as mailing address or contact information, etc.** No fee.
- ❑ **Change business structure or entity type.** A liquor processing fee may apply. See Section II.
- ❑ **Add a new physical location to your eStop business**. See Section II for fees that apply.
- ❑ **Purchase of an existing eStop location.** Previous owner's Location Number _____

Location Changes - Provide current Location Number for box(es) selected below _____

Your Location Number is at the upper right-hand section of your eStop license and renewal.

- ❑ **Relocate to a new physical location.** A license fee may apply. See Section II.
- ❑ **Update location information, such as name/DBA/trade name, etc.** No fee.
- ❑ **Update license information, such as add, increase/decrease, change license type, etc.** See Section II for fees that apply.

Section I.

Business Information

Company or Owner Name _____

Federal Employer Identification Number or Social Security Number _____ **(required)**

Business Mailing Address _____ City _____ State _____ ZIP + 4 _____

Type of Business (please check one and provide additional information if needed):

- ❑ Sole proprietorship
- ❑ Limited liability company
- ❑ C corporation
- ❑ Nonprofit C corporation
- ❑ S corporation
- ❑ Association
- ❑ Limited liability partnership
- ❑ Partnership
- ❑ Governmental
- ❑ Limited partnership
- ❑ Other

Location Information

Assumed Business Name/DBA/Trade Name, etc. _____

Physical Location Address _____ City _____ State _____ ZIP + 4 _____

County _____ Location Phone Number _____ Location Fax Number _____

Contact Information

Name _____ Phone Number _____

Please Print

Email address _____

Important: *Complete Section II (other side of form), if applicable. In all situations, sign and date.*
All coordinating applications and affidavits must be completed and attached for processing.

License fee and payment information is on the other side of this form.

Signature **(required)**

I declare under penalty of false swearing that I am the applicant or the duly authorized representative of the entity making this application, and that the responses provided, including any accompanying information, are true, correct and complete.

Signature _____ Title _____ Date _____

Mail completed form to: eStop Business Licenses, PO Box 8003, Helena, MT 59604-8003.

Questions? Call us at (406) 444-6900 or fax us at (406) 444-7723.

eSTOP BUSINESS LICENSES

Section II. License Fees

License	Type of Fee	Inspection Required	Fee	Quantity	Total Amount
Montana Lottery	Traditional. *One-time fee.*	No	$50.00		
	Board of Horse Racing/Fantasy Games	No	$75.00		
	Sports Wagering. *One-time fee.*	No	$50.00		
Retail Food Establishment	Small - Establishments with one or two employees working at any one time. *New or relocation fee applies.*	Yes. Please contact your county environmental health department.	$85.00		
	Large - Establishments with more than two employees working at any one time. *New or relocation fee applies.*		$115.00		
Tobacco Products and Alternative Nicotine or Vapor Products	Retailer - Tobacco	No	$5.00		
	Retailer - Vendor < 10 cigarette vending machines.	No	$5.00		
	Vendor ≥ 10 cigarette vending machines.	No	$50.00		
	Wholesaler	No	$50.00		
	Subjobber	No	$50.00		
	Retailer - Alternative Nicotine or Vapor Products	No	$5.00		
Off-Premises Beer/Wine	Processing fee for new applicant, relocation and *some* business structure changes. *Fee is nonrefundable.*	Yes, if new application or application for transfer of location.	$200.00		
	Addition of beer or wine license to a current license *Fee is nonrefundable.*		$100.00		
	Background check processing fee		$30.00		
	Beer		$200.00		
	Wine		$200.00		
	Beer/Wine		$400.00		
Nursery License	New business application fee		$25.00		
	Landscape Service	Not at registration	$150.00		
	Sod Farmer	Not at registration	$220.00		
	Nursery: $5,000 or less gross annual sales	Not at registration	$25.00		
	Nursery: $5,001 to $75,000 gross annual sales	Not at registration	$135.00		
	Nursery: $75,001 to $150,000 gross annual sales	Not at registration	$200.00		
	Nursery: $150,001 to $250,000 gross annual sales	Not at registration	$300.00		
	Nursery: $250,000 gross annual sales	Not at registration	$400.00		
Underground Storage Tanks	❑ Owner ❑ Operator (Please check one.)				
	Tanks ≤1,100 gallons. *New or relocation fee applies.*	Not at registration. Every 3 years for operating permit.	$36.00		
	Tanks >1,100 gallons. *New or relocation fee applies.*		$108.00		
Meters - Petroleum Dealers	PA - Max delivery ≤ 20 gal/min	Yes	$21.00		
	PB - Max delivery > 20 gal/min and ≤ 130 gal/min	Yes	$70.00		
	PC - Max delivery > 130 gal/min	Yes	$83.00		
	PD - LPG (Propane) meters	Yes	$102.00		
Scales - Weighing Devices	S1 or SA - 0 thru 499 lbs	Yes	$20.00		
	S2 or SB - 500 thru 1,999 lbs	Yes	$33.00		
	S3 or SC - 2,000 thru 7,999 lbs	Yes	$64.00		
	S4 or SD - 8,000.thru 60,000 lbs	Yes	$165.00		
	S5 or SE - 60,001 lbs or greater	Yes	$280.00		

Total Amount Due

How to Make a Payment

- ► Go to *eStop.mt.gov* to apply and pay online!
- ► Pay by check made payable to **eStop Business Licenses**—be sure to write your **Location Number** in the memo line.
  Mail your check to: **eStop Business Licenses**, MT Department of Revenue, PO Box 8003, Helena, MT 59604-8003

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