

**BUSINESS REGISTRATION APPLICATION**

**City of Farmington, NM  
800 Municipal Drive 87401  
Phone (505) 599-1170  
Fax (505) 599-1113**

- 1. Date of application: \_\_\_\_\_, 20 \_\_\_\_\_
- 2. Legal or registered name of business: \_\_\_\_\_
- 3. Business will be known as or advertised under the following name or trade name (DBA): \_\_\_\_\_  
\_\_\_\_\_
- 4. Business is a: ( ) Sole Proprietorship ( ) Partnership ( ) Limited Partnership ( ) Corporation  
( ) Other, please specify: \_\_\_\_\_
- 5. List the **names, home addresses and telephone numbers** of the owner(s), partners or corporate officers (attach additional sheets if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 6. Business is located:    inside the city limits \_\_\_\_\_    outside the city limits \_\_\_\_\_

Physical address	City	State	Zip
Mailing address	City	State	Zip
Telephone number	Alternate telephone number		

- 7. Is the business operated from your home? YES \_\_\_\_\_ NO \_\_\_\_\_  
Do you live within the city limits of Farmington? YES \_\_\_\_\_ NO \_\_\_\_\_  
If you answered "yes" to **both** questions, read the "Home Occupations" section printed at the end of this application and answer questions (a) and (b). Otherwise, proceed to question 8.  
(a) Will anyone come to your home in connection with the business? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, please give reason: \_\_\_\_\_  
(b) What types of equipment will be used? \_\_\_\_\_
- 8. Date business activity was or is to commence: \_\_\_\_\_
- 9. Hours the business will be operated: Open \_\_\_\_\_ Close \_\_\_\_\_ 24-hours \_\_\_\_\_
- 10. The name of the manager (if applicable): \_\_\_\_\_
- 11. The location of each warehouse or storage area of this business: \_\_\_\_\_
- 12. State of New Mexico Taxation and Revenue Division I.D. No. (CRS#) \_\_\_\_\_
- 13. Describe the nature and character of the business: \_\_\_\_\_  
\_\_\_\_\_

14. Does the business require special wastewater discharge needs? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, please explain: \_\_\_\_\_
15. Does your business use, manufacture or store hazardous materials? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, please explain: \_\_\_\_\_
16. Do you go house to house, place to place or street to street soliciting, taking or attempting to take orders for the sale of goods, wares, merchandise or services without an appointment?  
YES \_\_\_\_\_ NO \_\_\_\_\_
17. Were renovations required for you to operate at this location? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, please explain: \_\_\_\_\_

**Applicant/Owner's signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR TATTOO ESTABLISHMENTS ONLY:** By my initials hereafter, I certify that the proposed place of business is not located within 300 feet of a private or public elementary school, secondary school or high school; a church; or a residence, unless a waiver has been granted by the City Council.  
\_\_\_\_\_ (Applicant/Owner's initials)

**FOR HOME OCCUPATIONS ONLY:** By my initials hereafter, I state that I have read, understand and will adhere to Section 2.5.9 of the Unified Development Code. \_\_\_\_\_ (Applicant/Owner's initials)

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**Home Occupations  
Article 2, Section 2.5.9 of the Unified Development Code ("UDC")**

Article 11, Section 11.1 of the UDC defines a home occupation as "any business which is being conducted from a residence that is clearly incidental to and secondary to the use of the residence as a dwelling unit and that conforms to the standards of Section 2.5.2 and other applicable requirements of the UDC."

A home occupation shall be allowed as an accessory use to a residential dwelling, if:

- (a) the use is carried on entirely within the residence by persons living at the residence;
- (b) the occupation is clearly incidental and secondary to the principal use of the residence;
- (c) the use and all related activities shall occupy no more than 25 percent of the first floor of the residence;
- (d) all activities related to the home occupation shall be conducted entirely within the dwelling and not within customary residential accessory structures;
- (e) there shall be no outside storage of any kind related to the home occupation;
- (f) no external structural alterations which are not customary in residential buildings are made;
- (g) the occupation is not disruptive of the residential character of the neighborhood;
- (h) there shall be no advertising of the home occupation on the site or structures;
- (i) the occupation shall not create any disturbing or offensive activity, noise, vibration, smoke, dust, odor, heat, glare or other unhealthy or unsightly condition;
- (j) the occupation shall not generate vehicular traffic or parking around the residence greater than that normally associated with the use of the residence as a dwelling; and
- (k) the occupation does not involve retail sales on the premises.

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**OFFICE USE ONLY**

Home Occupation: \_\_\_\_\_ Regular Business Registration: \_\_\_\_\_ Street Vendor: \_\_\_\_\_

Fee: \_\_\_\_\_ Zone: \_\_\_\_\_ Zone approval: \_\_\_\_\_

Fire Department approval: \_\_\_\_\_ Building Inspection approval: \_\_\_\_\_

Other: \_\_\_\_\_

**ACCEPTANCE OF THIS APPLICATION DOES NOT GUARANTEE APPROVAL**  
**NON-REFUNDABLE FEE**