

WESLEYVILLE BOROUGH

REGISTRATION FORM – BUSINESS LICENSE TAX

OFFICE USE ONLY

License # _____

Date Issued _____ Staff _____

PLEASE COMPLETE ALL REQUESTED INFORMATION ON BOTH SIDES

Fee: \$80.00 (due by January 31, 2026)

Late Fee: Additional \$20.00 per month

BUSINESS INFORMATION

Business Name _____

Business Address _____

Business Phone _____

Business Owner's Name _____

Business Owner's Address _____

Business Owner's Email Address _____

Business Owner's Phone _____

Address to Send Correspondence To _____

Backup Contact Name & Phone Number _____

Nature of Business _____

BUILDING OWNER INFORMATION

Building Owner's Name _____

Building Owner's Phone Number _____

Building Owner's Email _____

PLEASE TURN OVER AND COMPLETE THE OTHER SIDE.

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GARBAGE / WASTE SERVICE

Does the Borough of Wesleyville pick up your garbage (not recycling)? Yes ☐ No ☐

If no, who provides garbage service? _____

FOR NEW BUSINESSES

Will you store hazardous, explosive, flammable or corrosive materials on the premises? Yes ☐ No ☐

Will you have a burglar alarm? Yes ☐ No ☐

Will you need a sign for your business? Yes ☐ No ☐

(If yes, contact the Zoning Officer for regulations – 814-899-9124, ext. 26.)

Will you be making changes to the building other than paint or cosmetic? Yes ☐ No ☐

Will you be discharging anything into the sewers other than toilet waste? Yes ☐ No ☐

Will this business be operated from your home or any other residential building in the Borough? Yes ☐ No ☐

(If yes, contact the Zoning Officer for regulations – 814-899-9124, ext. 26.)

APPLICANT CERTIFICATION

I certify that the information provided on this registration form is true and complete to the best of my knowledge. I understand that additional information or approvals may be required by the Borough of Wesleyville.

Applicant Name _____

Signature _____ **Date** _____

PAYMENT DUE DATE + PAYMENT WITH LATE FEES		
If payment is received by January 31 st	Annual Fee	\$80.00
If paid between February 1 st & 28 th	Annual Fee + Late Fee	\$100.00
If paid between March 1 st & 31 st	Annual Fee + Late Fee	\$120.00
If paid between April 1 st & 30 th	Annual Fee + Late Fee	\$140.00
If paid between May 1 st & December 31 st	Annual Fee + Late Fee	\$160.00

**Please either email this form to admin@wesleyville.gov
or mail it to Borough of Wesleyville, 3421 Buffalo Road, Erie, PA 16510**