

BUSINESS LICENSE APPLICATION

The Dunes City Business License is issued pursuant to authority granted by Dunes City Code, Chapter 120, Ordinance No 206.

To qualify for a license, you must be licensed with the Oregon Construction Contractors Board (CCB), licensed with an Oregon Trade License from the Building Codes Division (BCD), or licensed with the Oregon Landscape Contractors Board (OLCB).

The initial application for a license and an application for a renewal of a license shall be accompanied by a non-refundable fee of **\$125.00** per business. No license will be issued or renewed until all fees are fully paid.

Checks or money orders shall be made payable to Dunes City. Credit cards are accepted.

Mail completed application and payment to:

Dunes City
Attn: City Recorder
P.O. Box 97
Westlake, OR 97493

DEPARTMENT USE ONLY

Date received: _____

Date approved: _____

Date issued: _____

Paid by (circle below):

cash / check / credit card

Check No: _____

License No: _____



06/18/2025

Please type or print

New License Renewal: _____ # of Cards _____
License Number

1. Business name _____

2. Business owner _____

3. Authorized agent(s) _____

4. Business mailing address _____

City, State, Zip _____

5. Business location _____

6. Business telephone number (include area code) _____

7. Business fax number (include area code) _____

8. Business e-mail address _____

9. CCB, BCD, OLCB registration number(s) 1) _____

2) _____

3) _____

Expiration date(s) 1) _____

2) _____

3) _____

10. Bond amount \$ _____

Bonding Company _____

City, State, Zip _____

Telephone number (include area code) _____

11. Liability insurance amount \$ _____

Insurance Company _____

City, State, Zip _____

Telephone number (include area code) _____

By signing this application, I certify that the information contained in this application is true to the best of my knowledge and belief, and further state that I have obtained all necessary County, State, and Federal licenses or permits required. I acknowledge that any false or misleading information contained in this application may be grounds for denial or delay of license issuance.

I further agree that this application alone does not constitute authorization to perform the requested activity, and I understand that such authorization is only present after receipt of written approval from Dunes City.

Signature of applicant Date

* Please note late fee is \$25.00

Phone (541) 997-3338 * PO Box 97, Westlake OR 97493
82877 Spruce Street * www.dunescity.gov