


Received Stamp		<p style="text-align: center;"><b>City of Roslyn</b>  <b>Planning Department</b>  <b>100 E. Pennsylvania Ave.</b>  <b>PO Box 451</b>  <b>Roslyn, WA 98941</b>  <b>509-649-3105</b>  <b>FAX 509-649-3174</b>  <b>roslynplanning@inlandnet.com</b></p>
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### Home Occupation Permit Application Checklist

#### FOR STAFF USE ONLY

File No.:	Received By:	Date Received:	Date Complete:
<b>Applicant</b> City NA	<p>The following is a list of materials which are required for a complete application. If this application is for a new business, the permit is due prior to commencement of business. Also, you must notify the City if business address, phone number, etc. changes. Consult with the Planning Department if you have any questions.</p>		
<input type="checkbox"/> City <input type="checkbox"/> NA	1. Master Permit Application		
<input type="checkbox"/> City <input type="checkbox"/> NA	2. Home Occupation Permit Application		
<input type="checkbox"/> City <input type="checkbox"/> NA	3. The Home Occupation Permit fee;		
<input type="checkbox"/> City <input type="checkbox"/> NA	4. A vicinity map extending at least 800 feet in each direction from the property. The vicinity map shall be drawn to scale of one inch equals 800 feet.		
<input type="checkbox"/> City <input type="checkbox"/> NA	5. Business license		

