

TENNESSEE DEPARTMENT OF REVENUE Business Tax Registration Application

Answer all questions below completely. Incomplete and unsigned applications will delay processing.

. Business FEIN or SSN (required)	Start Date for Location in Jurisdiction		3. Fiscal Year End Date	
4. Type of Ownership (choose only one bo	x below):			
Sole Proprietorship	Partnership (all types)		Corporation (all types)	
Marital Joint Ownership Other Spouse's SSN:	Limited Liability Company (choose one below) Multi-Member LLC			
Estate or Trust	Single Member LLC			
5. Legal Name of Business				
6. Primary Address (physical address who	ere records are located; no	P.O. box)	City State	ZIP Code
7. Identify Owners, Officers, Members, or	Partners (Attach additional	names on separate :	sheet if needed. See Instructio	ns.)
Title		Title		
SSN of owner or FEIN of owning business, if available		SSN of owner or FEIN of owning business, if available		
First and Last Name of Owner or Name of Owning Business		First and Last Name of Owner or Name of Owning Business		
Telephone Number with Area Code		TelephoneNumber with Area Code		
Email		Email		
Address		Address		<u> </u>
City	State ZIP Code	City	State	ZiPCode
8. "Doing Business As" (DBA) Name (if d	ifferent from #5 above)			
9. Classification (select below or write in Classification:	i)	Energy street		
0. License Type Standard Business Lincense	Minimal Activity License			
1. Business Location Address (physical ad	ddress only; no P.O. box)	City	State	ZIPCode

Instructions: Business Tax Registration Application

General Information

The Business Tax Application is used to apply for tax registration for Tennessee's business tax. This application cannot be used to register for other Tennessee tax obligations. Businesses must register for sales tax, franchise and excise tax, and other taxes online at www.TN/gov/revenue or by paper application.

Registration for business tax using this application will not be complete until you have paid the business license fee and obtained your business license from the appropriate county clerk and, if applicable, your city business tax official.

You must submit a fully completed the application in a timely manner to ensure that you are properly registered for this tax or you may make your application online. For information on how to register your business online, visit the Tennessee Department of Revenue's website at www.TN/gov/revenue and click on E-file and Pay.

You must complete one application for each business location. Upon registration, your county clerk or city official will issue your business tax license. A \$15 fee is required for your intial license. Once registered, the local licensing official will send your record electroncially to your city or county official based on your location. You must also pay the required \$15 fee for the initial license at the appropriate city/county official's office.

A standard business license is renewed by the annual payment of tax to the Tennessee Department of Revenue. Once this tax is paid each year, the county clerk or city official will provide a license for the next year. There is no charge for a renewal license.

Business tax minimal activity licenses are renewed each year by payment of an annual \$15 fee.

It is important that you notify the Tennessee.	Department of Revenue if:
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- The business ownership changes in any manner including:
 - selling or closing of the business,
 - adding or changing partners,
 - any transfer or change in the ownership of the business,
 - any change in corporate structure requiring a new charter or certificate of authority; or
- ☐ The business location changes.

Instructions

- 1) Enter the business' federal employer identification number (FEIN) or the owner's social security number (SSN).
- 2) Enter the starting date for this business location (month, date, and year).
- 3) Enter the business' fiscal year end date. This is the year end date the business uses for federal tax purposes.
- 4) Enter the type of ownership for the business. If the entity is a marital joint, enter the SSN for the other spouse.
- 5) Enter the business' legal name. This is the same name used for federal tax purposes or registered with the Tennessee Secretary of State's office.
- 6) Enter the physical address for the business. This cannot be a post office box or address for a mail facility.
- 7) Enter the owner information for one or more business contacts. Complete each item. A social security number is not required. If a business is owned by another business, enter the FEIN of the owning business here. This cannot be the same as the FEIN noted under #1 above.
- 8) Enter the "doing business as" (DBA) name, if any.
- 9) Enter the business tax classification for the business. If necessary, consult the Business Tax Guide at www.TN.gov/revenue for more information about determining the proper business tax classification.