



## CITY OF BUFFALO

65 Niagara Sq. City Hall Room 301 Buffalo, NY 14202  
(716) 851-4078 / (716) 851-6583 FAX: (716) 851-4952

All information on this form is public record

### BUSINESS LICENSE APPLICATION

<input type="checkbox"/> <b>Used Car Dealer</b>	fee \$300.00	<input type="checkbox"/> <b>Tire Handler I</b>	fee \$250.00	<b>Tire Storage Information</b> Inside Storage ____ yes ____ no Outside Storage ____ yes ____ no
<b>COMMON COUNCIL REQUIRED</b>		10 -1000 tires Insurance Required		
<input type="checkbox"/> <b>Second Hand Dealer</b>	\$200.00	<input type="checkbox"/> <b>Tire Handler II</b>	\$375.00	
<b>COMMON COUNCIL REQUIRED</b>		Insurance Required		
<input type="checkbox"/> <b>Scrap Processor</b>	\$ 215.00	Include NYS Environmental Conservation Law Part 360;		
<b>COMMON COUNCIL REQUIRED</b>		<b>Storage plan and General Liability</b>		
<input type="checkbox"/> <b>Wholesale Junk Dealer</b>	\$400.00	<b>Insurance</b> at least \$50,000 both for personal injury and property damage, must contain 10 day cancellation clause with the certificate holder as City of Buffalo, Office of Licenses Room 301, Buffalo NY 14202		<input type="checkbox"/> <b>Flea Market</b> fee \$215.00
<b>COMMON COUNCIL REQUIRED</b>				<b>COMMON COUNCIL REQUIRED</b>

**Corporation Name** \_\_\_\_\_ **Business Phone** ( ) \_\_\_\_ - \_\_\_\_

**Business Name** (dba) \_\_\_\_\_ **Business Fax** ( ) \_\_\_\_ - \_\_\_\_

**Business Address** (no PO Box) \_\_\_\_\_

**Mailing Address** (if different) \_\_\_\_\_

**NYS Tax ID #** \_\_\_\_\_ **Business Website** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

#### Owner(s)/ Principal Partners

**Applicant** (last, first) \_\_\_\_\_ **Home Phone** \_\_\_\_\_

**Home Address:** (PO Box not acceptable) \_\_\_\_\_

**Date of birth** \_\_\_\_\_ **Place of Birth** \_\_\_\_\_

**Co-Applicant** (last, first) \_\_\_\_\_ **Home Phone** \_\_\_\_\_

**Home Address:** (PO Box not acceptable) \_\_\_\_\_

**Date of birth** \_\_\_\_\_ **Place of Birth** \_\_\_\_\_

**Describe your specific business activity in detail.** \_\_\_\_\_

Subscribed and sworn to before me  
this \_\_\_\_ day of \_\_\_\_ 20 \_\_\_\_

\_\_\_\_\_  
Commissioner of Deeds / Notary

I am aware of the obligation to provide timely notice of any change in required information, and I have informed all owners, managers, or other principals of their criminal and/or civic responsibility for the timely fulfillment of restrictions and conditions to the license or timely abatement of any nuisance activity at or associated with the business.

As an authorized agent of the entity identified above, I certify the information on this form is true, correct, complete and current to the best of my knowledge and belief.

**Print Name** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_



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### REQUIRED COPIES of DOCUMENTATION with BUSINESS LICENSE APPLICATION

- ☐ **Copy of** current **Government Issued Photo Identification**  
(i.e. Driver's License or Green Card)
- ☐ **Copy of** current **Utility Bill** listing applicant's home address  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Copy of** **New York State Tax ID Certificate or Social Security Number**  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Copy of** **DBA (Business Certificate) or Corporate Filing Receipt**  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Copy of** **Property Address** with proof of ownership, (e.g.) deed or notarized letter of intent to lease from property owner.  
  
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Submit a Police Record Check for**

Auctioneer	Second Hand Dealer
Collection Agency	Scrap Processor
Arcade	Tire Handler
Public Dance Hall	Used Car Dealer
Restaurant Dance	Pawn Broker
Landscape/Snow Removal	Lodging House
Tow Tuck	Lodging House Agent
Taxi Cab Driver	Flea Market
- ☐ **Complete Application Form**
- ☐ **Complete New License Affidavit**
- ☐ **Submit Required Documentation with Fee**



## CITY OF BUFFALO

### PERMIT & INSPECTION SERVICES

### OFFICE OF LICENSES

BYRON W. BROWN  
Mayor

CATHERINE AMDUR  
Commissioner

65 Niagara Square 301 City Hall, Buffalo, NY 14202  
(716) 851-4078 / (716) 851-6583 FAX: (716) 851-4952 [www.buffalony.gov](http://www.buffalony.gov)

### HOUSING COURT VIOLATION LICENSE APPLICATION AFFIDAVIT

I, \_\_\_\_\_ have submitted a License Application(s)  
(print applicant name)

with the City of Buffalo's Office of Licenses at: \_\_\_\_\_  
(business location)

I am applying for the following license types: \_\_\_\_\_.

By signing this affidavit, I do hereby attest to the fact that neither I nor any partners and/or corporate officers of this business entity have any existing and/or pending City of Buffalo Housing Court proceedings against the property listed above nor any other properties owned in the City of Buffalo. I further understand that if, for any reason, the Office of Licenses finds this information to be inaccurate; that the City of Buffalo reserves the right to deny the issuance of any and all City of Buffalo Licenses requested to operate this business entity.

### NEW LICENSE APPLICATION AFFIDAVIT

I am aware that it is a violation of city ordinances to operate my business establishment without all required licenses, and that I must not open and/or operate my business establishment until said time that all the required licenses have been issued. I further understand, that if for any reason, the Office of Licenses deems my business establishment to have been open and/or operated prior to the issuance of all required city licenses, that this shall constitute a violation of city ordinances and said violation shall be cause to deny the issuance of any and all city licenses required to operate my business establishment.

Subscribed and sworn before me this  
\_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Commissioner of Deeds / Notary

**APPLICANT NOTIFICATION**

ALL Applications **MUST HAVE THIS NOTIFICATION SIGNED BY COUNCIL PERSONNEL FOR THE APPLICABLE DISTRICT COUNCILMEMBER LISED BELOW & RETURN THIS NOTIFICATION TO THE OFFICE OF LICENSE** prior to the application being considered for Approval. This is to inform Councilmembers what businesses are in their Districts.

**THIS IS NOT AN APPROVAL NOR DOES THIS DOCUMENT INFER THAT SAID APPROVALS WILL BE GRANTED**

License Application Address \_\_\_\_\_ Buffalo, NY \_\_\_\_\_

DELAWARE DISTRICT	JOEL P. FEROLETO	1405 CITY HALL	851-5155
ELLCOTT DISTRICT	DARIUS G. PRIDGEN	1315 CITY HALL	851-4980
FILLMORE DISTRICT	MITCHELL P. NOWAKOWSKI	1408 CITY HALL	851-4138
LOVEJOY DISTRICT	BRYAN BOLLMAN	1316A CITY HALL	851-5151
MASTEN DISTRICT	ULYSEES O. WINGO, SR.	1414 CITY HALL	851-5145
NIAGARA DISTRICT	DAVID A. RIVERA	1504 CITY HALL	851-5125
NORTH DISTRICT	JOSEPH GOLOMBEK JR.	1502 CITY HALL	851-5116
SOUTH DISTRICT	CHRISTOPHER P. SCANLON	1401 CITY HALL	851-5169
UNIVERSITY DISTRICT	RASHEED N. C. WYATT	1508 CITY HALL	851-5165

Council Personnel Signature \_\_\_\_\_ District \_\_\_\_\_

Date \_\_\_\_\_