

CITY OF LAKE CITY

On The Shore of Beautiful Lake Missaukee

(231) 839-4561
(231) 839-8666 (Fax)

P.O. Box 1
115 West John Street
Lake City, Michigan 49651

Re: Introduction and Business & Trades Operation Permit Application

Dear Business Owner/Applicant:

As an introduction, this correspondence and the ensuing application was developed to highlight specific provisions outlined in the city's ordinance, ¹. In short, this letter was not designed to supplant the ordinance, so please refer to specific standards and provisions outlined in the ordinance.

Pursuant to delineated authority and as outlined in the ordinance, the operation, conduct, or carrying on of any trade, business or related privilege is predicated on annual application and subsequent approval and issuance of a permit by the City of Lake City, and further this means no license shall be officially granted until the applicant has complied with all conditions.

- ✓ Under oath or affirmation, the applicant is required to provide all information applicable for the granting of any license.
- ✓ The licenses are not transferable.
- ✓ Any suspension or revocations can be appealed with written petition and filing with the City Clerk.
- ✓ The City Clerk is the keeper of record and may refer an application, per delineated authority for investigation and subsequent recommendations, prior to issuance.
- ✓ Unless specified elsewhere, the license period shall begin on May 1st and will conclude on April 30th.
- ✓ Please return your completed application and required annual payment to the City Clerk.
- ✓ Your failure to respond may necessitate consequent action.

Sincerely,

The collective City of Lake City Team (on behalf and in consultation with the City Clerk)!

*With a cooperative attitude and consistent effort in developing a stable economic and recreational base,
Lake City will improve the quality of life for every citizen.*

<<<Enclosure>>>

¹ Ref. City of Lake City, Code of Ordinances, Chapter 110: General Licensing



Business & Trades Operation Permit Application

1. License Year:

2. Nature or type of business or trade:

3. Name of Applicant (first/last):

4. Applicant's Address:

5. Name and address of persons other than the applicant having an interest in business:

6. Location of Business:

7. Type of Business/Trades Permit Applied for (temporary/permanent):

8. Does the establishment meet minimum State & Health Department Regulations:

9. General description of facilities and operation of business to be considered for licensing:

Signature of Owner/Applicant and Date:

Status of Application (For Office Use Only)

<u>Date Permit Fee was paid:</u>
<u>Denied On:</u>
<u>Approved On:</u>
<u>Reason for Denial:</u>
<u>Clerk/Mayor; or designee's, Signature:</u>