

City of Bethlehem Tax Bureau Business Registration Form

All businesses and/or employers located in the City of Bethlehem and the Borough of Freemansburg are required to register with the City of Bethlehem Tax Bureau. A Registration Fee of \$25.00 must accompany this Registration Form.

Instructions: Complete this form for each business location, answering all questions in full. Mail completed form, with payment, to City of Bethlehem Tax Bureau, 10 East Church Street, Bethlehem, PA 18018.

Any questions—please call 610-865-7022

Tax Office Use Only		
	Account #	
Business Name	Federal EIN No.	
Legal Name (if different from Business Name)		
BUSINESS LOCATION IN BETHLEHEM (do not use PO Box)	Business Phone Number	Business Fax Number
Date Business Started at this Location:	<input type="checkbox"/> New Business <input type="checkbox"/> Change of Ownership <input type="checkbox"/> Re-location	
Type of Entity: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Temporary Vendor <input type="checkbox"/> Other _____		

List Principal Owners, Partners or Officers

Name	Home Address (No PO Box)	Social Security Number	Title

Mailing Info For Tax Forms	Contact Person	Title	
	Address	Phone Number	Fax Number
	Number of Employees:	Email	

Special Notice: All individuals and organizations should notify the Tax Bureau of any change in address, ownership, partnership, etc., promptly, so all records may be adjusted. If business is dissolved, please advise us within 30 days stating if same was liquidated or sold. If sold, give date, name and address of new owners.

Please provide a brief description of the type of business conducted at this location:

I hereby certify that the answers above are true and complete to the best of my knowledge, information and belief and are made in good faith.

Name (print clearly) _____ Phone # _____ Date _____

Signature _____ Title _____

PLEASE USE REVERSE SIDE IF ADDITIONAL SPACE IS NECESSARY