



CITY OF SENECA
 P.O. Box 4773
 221 East North 1st Street
 Seneca, South Carolina 29679
 P : (864) 885-2700 / F : (864) 885-2701
 www.seneca.sc.us

RESIDENT BUSINESS LICENSE APPLICATION

Before obtaining a business license with the City of Seneca, please complete the following:

1. **Zoning Compliance Application or Home Occupation Certification**
 Planning & Development Department (864) 885-2726
 Click here for Zoning Compliance Application
 Click here for Home Occupation Certification
2. **New Business Utilities Application**
 Seneca Light & Water Customer Service (864) 885-2723

After completing the above steps, to obtain a business license, please complete the following questions:

Business Name: _____

Owner Name: _____

Mailing Address: _____

Physical Address: _____

Phone Number: _____ Fax number: _____

Federal Tax ID: _____ ***or*** S.S. Number: _____

Email: _____

Emergency Contact Information:

Name: _____

Phone Number: _____

Address: _____

Business Description: _____

Gross Amount \$: _____ New _____ Renewal _____

Signature _____ Date _____

Business License Office Contact:
 Eunice Colchado, Finance Administrative Assistant
 P: (864) 885-2700 F: (864) 885-2701
 Email: ecolchado@seneca.sc.us

OFFICE USE ONLY:

Business License ID#	Payment Amount \$	Type of Payment Cash CK# _____ CC MO	Receipt #	Date Paid

Report Code/NAICS _____ Fee Code/ RATE _____