



HISTORY LIVES IN DUNCANSVILLE

315 14th Street Duncansville, PA 16635 | P: 814-695-9548 | Duncansvillepa.gov

Business License Application or Renewal for the year of 2026

DUE JANUARY 2026

THIS APPLICATION MUST ACCOMPANY PAYMENT

Business Name: _____ Owner/Contact Name: _____

Type of Business or Profession: _____

Business Street Address: _____

Business Mailing Address: _____

Phone Number: _____

Email Address: _____

In accord with Ordinance #10-05-1 of the Borough of Duncansville, beginning in the year 1998 and annually thereafter, every person desiring to continue to engage in or hereafter to begin to engage in certain occupation, trades and businesses within the Borough, shall on or before the first day of January of each subsequent license year procure a Business Privilege license for his place of business, or if more than one, for each of his places of business in the Borough, from the Borough office shall issue the same upon payment of **forty dollars (\$40.00)** for each license year. **The issuance of a business privilege license by January 1st of each new license year is required to continue in operation.**

Additionally, All persons on or before April 15th of each year, shall file a final Business Privilege tax return, stating the actual gross volume of business transacted during the preceding year and stating the amount of tax due on the final computation for the preceding year. Each person, partnership or corporation shall be required to file a first return estimating their anticipated gross sales for the year for which the license was issued and pay an estimated Business Privilege tax of one mill (.001). CONFIRMATION OF INFORMATION ACCURACY **LICENSE EXPIRES DECEMBER 31, 2026**. I hereby certify that the information in this Business Privilege License application is correct. I understand that any false statements on this application are grounds to revoke my privilege to do business in the Borough of Duncansville.

Whoever being required under the provisions of this ordinance to procure a business privilege license and who fails or refuses to do so, and whoever fails to his license conspicuously posted at his place of business, shall, upon conviction before a District Magistrate, be sentenced to pay a fine.

SIGNATURE

TITLE

DATE

Instructions: Please return this form with payment, by mail or dropped off at our office, anytime, at the address above. If payment is mailed or dropped off outside of business hours, an electronic version of the license will be provided to the email provided above. If you have any questions, please contact Jerrica Long @ jerrica@duncansvillepa.gov