



Radnor Township  
 Attn: Business Tax Office  
 Finance Department  
 301 Iven Avenue  
 Wayne PA 19087  
 610-688-5600 ext 186  
 610-688-5600 ext 123  
 Fax 610-688-1279  
 www.radnor.com

# RADNOR TOWNSHIP NEW BUSINESS LICENSE REGISTRATION FORM

**Registration Fee: \$10**

**Separate Check - Do Not Combine**

Check Payable to: Radnor Township

## Welcome to Radnor Township

**New Businesses:** Please provide the information requested to obtain your business license for Radnor Township. Submit the application with a \$10 fee to the address listed below prior to commencing business activity in Radnor.

Tax File Types  
 (check one)

- Mercantile Tax (MT) - Wholesale and retail vendors or dealers in goods, wares & merchandise and operators of restaurants and other food & beverage establishments
- Business Privilege Tax (BPT) - all other businesses including professional and service organizations which includes all contractors. Rental Property Ownership includes Rental Receipts and Capital Gains when Rental Property is sold.
- BOTH - certain businesses engaging in both types of business activity described above - would include businesses operating as a service provider and a retailer of merchandise. Example: hotel (service) with restaurant (retailer).

Date Business Started in Radnor Township: \_\_\_\_\_

Business Formation Type:  Sole Proprietor  Rental Property Owner  Corporation  S-Corporation  Partnership  LLP/LLC/PLLC  Non-Profit  
 (check one)

Federal Tax Form Filing:  Schedule C  Schedule E  1120  1120-S  1065  1041  990/990T  5500  
 (check one)

Type or Nature of Business: \_\_\_\_\_

Tax Identification Number (EIN or SSN) \_\_\_\_\_ Business Inception Date \_\_\_\_\_

Legal Name of Business \_\_\_\_\_

Trade Name/DBA, if any \_\_\_\_\_

Mailing Address Street Address \_\_\_\_\_  
 Street Address City, State Zip

Physical Location \_\_\_\_\_  
 Street Address City, State Zip

Principal Owner or Contact for Business \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail Address \_\_\_\_\_ Number of Employees \_\_\_\_\_

To receive official documents or correspondence from Radnor Township concerning business taxes, please provide a valid email address. By doing so, you authorize Radnor Township to send such documents or information via email. Thank you.

I hereby certify under the penalties provided by law that all statements made herein are to the best of my knowledge and belief true, correct and complete.

Applicant's Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

Please mail completed applications to:  
**Radnor Township, ATTN: Business Tax Office; Finance Department, 301 Iven Avenue, Wayne, PA 19087.**

For more information please visit our website at [www.radnor.com](http://www.radnor.com) or feel free to contact the Business Tax Administrator, Michele J. Delli Pizzi, at 610-688-5600, ext 186. (email: [mjdellipizzi@radnor.org](mailto:mjdellipizzi@radnor.org))

License delivered by email from: [noreply@integritaxsolutions.com](mailto:noreply@integritaxsolutions.com)  
 Subject line: Message from Radnor Township regarding your business license  
 (check your junk and spam folder)

By providing your email address to the Township's Business Tax Office, you have given permission for the Business Tax Office to transmit confidential taxpayer information pertaining to you or your business by email. You may revoke this permission at any time by contacting the Business Tax Office in writing, identifying the taxpayer and stating "PERMISSION TO SEND CONFIDENTIAL TAXPAYER INFORMATION BY EMAIL IS HEREBY REVOKED."

*The Best Place to Live, Work and Do Business on the Main Line*