



Borough of Allenhurst
125 Corlies Avenue
Allenhurst, NJ 07711

MERCANTILE LICENSE APPLICATION/BUSINESS REGISTRATION

All Businesses operating within the Borough of Allenhurst are required to complete an annual **Mercantile License Application/Business Registration**. The license and registration are valid for the period from January 1 through December 31 of any given year.

All applications/forms are available on the Borough Website at <https://www.allenhurstnj.org/>
If you have any questions, contact the Borough Offices at (732)-531-2757 (option #2).

New Commercial Businesses, including Seasonal Businesses:

1. **Zoning Determination** - Submit a Zoning Determination Application for review of usage, along with the required fee, prior to completing the Business Registration/Mercantile License Application.
2. **Commercial Certificate of Occupancy Application and Mercantile License Application/Business Registration** - After Zoning Approval has been received, submit both a Certificate of Occupancy Application and a Mercantile License Application/Business Registration, along with the required fees.
3. **NEW** – P.L. 2022, c. 92 **all Business Owners** are required to maintain liability insurance for negligent acts and omissions in an amount of no less than \$500,000 for combined property damage and bodily injury to or death of one more person in any one accident or occurrence. **A valid Certification of Insurance which meets these requirements must accompany your application.**

Continuing Commercial Businesses:

1. **Mercantile License Application/Business Registration** Complete a Mercantile License Application/Business Registration annually, along with the required fees. *The Continuing Certificate of Occupancy Inspection is included in the mercantile fee.*
2. **NEW** - P.L. 2022, c. 92 **all Business Owners** are required to maintain liability insurance for negligent acts and omissions in an amount of no less than \$500,000 for combined property damage and bodily injury to or death of one more person in any one accident or occurrence. **A valid Certification of Insurance which meets these requirements must accompany your application.**

Retail Food Establishments:

In addition, **retail food establishments** must also complete a separate retail food license application, along with the required fee, and submit a copy of your most recent Health Department Certificate (no more than three months old).

Allenhurst Mercantile Application/Business Registration

Complete and return to the Borough Offices with the required \$100 Fee

Year _____
Business name: _____
____ No Changes from Prior Year

Business Street Address _____
Unit#/Suite/PO Box _____
City, State, Zip _____
Business Phone _____
Business Fax Number _____
Business E-mail _____
Type of Business _____

Owner Or Corporate Name _____
Owner Address _____
Home Phone (for emergency) _____

Hours of Operation _____
Social Security or Tax ID Number _____
Insurance Company/Policy # _____
Insurance Agent Contact Information _____

Number of Employees (if applicable) _____

Name and Telephone number of Trash/Recycling Company if private _____

Owner Signature

Date

Checklist for Completeness

Completed Application signed by Owner/Applicant	
\$100 License Fee included – Cash, Check or Money Order payable to Borough of Allenhurst	
Certificate of Insurance	