

Starting Your Business in Blaine



The City of Blaine, WA requires all businesses located within the city limits, or who conduct business within the city limits, to be licensed with the city. Considering city approval is required for initial issuance, businesses who do not meet the City of Blaine's zoning requirements may be denied a business license.

In order to have your business license approved, you must fill out the appropriate forms, as well as pay the applicable fees.

Fees:

License Fee Sheet: <http://bls.dor.wa.gov/forms/700031.pdf>

Annual City License – Obtain through WA State

Blaine general business license:	\$75
Blaine home occupied license:	\$25 (+\$50 to apply for the general business license)
Blaine non-profit:	No Fee

Other Fees That May Apply

State processing fee:	\$9
State tax registration:	No Fee
State Registering business/trade name:	\$5
State Business License App fee:	\$19

Renewing Corporate or LLC: <https://fortress.wa.gov/dor/bls/CRNL/Default.aspx>

Renewal Fees:

State On-time renewal filings:	\$79
State Filings after expiration:	\$96

Forms:

Business License Application: <http://bls.dor.wa.gov/forms/700028.pdf>

Home Occupation Permit Application: <http://www.cityofblaine.com/forms.aspx?fid=69&admin=1>

City Business License Addendum: <http://bls.dor.wa.gov/cities/blaine.aspx>

Contact Information:

State of Washington
Business Licensing Services
PO BOX 9034
Olympia, WA 98507-9034

Phone: 1-800-451-7985

Email: BLS@dor.wa.gov

Fax: 360-705-6699

Website: www.bls.dor.wa.gov

City of Blaine New Business Checklist



Below is a checklist to help individuals navigate the process of applying for, and being approved for, a business license within the City of Blaine.

Blaine Municipal Codes: All municipal codes are located on the City's website.

- Business License: 5.06
- Home Occupation Permit: 17.96

You must also keep in mind that your business is required to adhere to local fire codes. There are several factors that can influence your business's fire code requirements. These factors include, but are not limited to, the structure and square footage of the building, as well as the type of business being opened. It is highly recommended that you contact your local North Whatcom Fire and Rescue (NWFR) station to understand how local fire codes will impact your business. For Blaine, call Station 63 (Birch Bay) at 360-318-9933.

Washington State Requirements

- Has your business registered for the state master license and obtained a UBI?
- Have you filled out and submitted the Business License Application (BMC 5.06)?
 - <http://bls.dor.wa.gov/forms/700028.pdf>
- Have you filled out and submitted City Business License Addendum (BMC 17.96)?
 - <http://bls.dor.wa.gov/forms/700060.pdf>
- Are you applying for a specialty license? If so, have you paid the applicable fees?
 - Examples include (but are not limited to): Liquor licenses, vehicles/limousines for hire (including taxis), marijuana license, cigarette and tobacco producers/retailer, commercial telephone solicitor, lottery retailer, underground storage tank, vehicle/vessel dealer, minor work permit, collection agency, shopkeeper (nonprescription drug retailer).

The following link has more information on specialty licenses: <http://bls.dor.wa.gov/specialtylicenses.aspx>

- Do you have industrial insurance (worker's compensation) as required by the State of Washington?
- Do you have unemployment insurance?

Blaine Requirements

- Have you verified the address where you plan to set up your new business?
- Have you confirmed that the zoning allows proposed use at the site in question?
 - Before proceeding, it is advised you discuss your proposed plans with the City of Blaine's Community Development Services Department to ensure compliance with the City's land use regulations.
- Have you filled out and submitted the City of Blaine's Home Occupation Permit Application (if applicable)?