



TAX OFFICE USE ONLY <input type="checkbox"/>	
DATE RECEIVED	
DATE POSTED	

The following changes are provided as outlined in Rowan County Code Ordinance Business Regulations, Chapter 110, §2. If multiple entries exist, re-submit a new FIN01 06-19. No fee is charged for updating records.

ADMINISTRATIVE UPDATES TO BUSINESS LICENSE

CHECK if UPDATE(s)

1. LEGAL CHANGES (FEIN, Name (Doing Business As), Ownership, Business Contact Information)

Federal Employer ID _____
 Business Name _____
 Doing Business As/ Affiliation _____
 Mailing Address _____
 City _____
 State/Zip _____
 Owner/Officer Name _____
 Phone # _____
 Email _____

Information obtained from this form, including the business name, business address, names of owner(s) and agent(s) of the business, and whether or not the business is delinquent in the payment of its taxes is subject to public disclosure. All proprietary and confidential information exempt from disclosure under the Kentucky Open Records Act shall be confidential and shall not be disclosed.

2. TAX REPORTING CHANGES (Business tax Representation and Contact Information)

Tax Firm Name _____
 Mailing Address _____
 City _____
 State/Zip _____
 Contact Name _____
 Phone # _____
 Email _____

3. PAYROLL ADMINISTRATION/TEMPORARY-LEASING AGENCY CHANGES/ADDITIONS (Business payroll Representation or Temporary/Leasing Employment Agency Contact Information)

Payroll Administrator/ Temporary-Leasing Agency Name _____
 Mailing Address _____
 City _____
 State/Zip _____
 Contact Name _____
 Phone # _____
 Email _____

4. PHYSICAL ADDRESS INFORMATION (Change of Physical Location, Addition/Deletion of Rental Property)

Business Name _____
 New Physical Address _____
 City _____
 State/Zip _____
 Rental Property Addition/Deletion _____
 Address _____
 City _____
 State/Zip _____



I certify that the information contained herein and any schedules or exhibits attached are correct

 Signature Title Date

Send to: **Rowan County Finance Director**
P.O. Box 607
Morehead, KY 40351-0607
 (606)784-5151
rowanocctax@gmail.com