

Business License Information

Every person engaged or intending to engage in any calling, business, occupation or profession listed in the rate classification index portion of this article, in whole or in part, within the limits of the Town of Summerville, South Carolina, is required to pay an annual license and obtain a business license as herein provided.

The Business License year for the Town of Summerville is June 1st – May 31st.

The fee you pay is based on your class code. Your business type determines your NAICS code, which indicates which class code you are in for the business license. You can find a list of NAICS codes at, <https://www.census.gov/eos/www/naics/>. The information for business licenses is available at, www.summervilleesc.gov under the Business License section.

All business licenses renew on June 1st regardless of when it was first purchased for the In-Town businesses or Out-of-Town businesses that pay license fees annually. In some cases, Out-of-Town businesses renew their license for each job they perform in the Town.

For a new business license, Line “A” is based on the estimated gross income you anticipate in The Town of Summerville **for the remaining months in our business license year**. When licenses renew on June 1st, if you have not been in business for a full year, the gross income is another estimate based on actual gross in the Town for the months you were in business. The next year your gross is the actual total gross in the Town of Summerville based on the previous calendar year as reported on your tax return (Jan. – Dec.).

If your business had \$0 income for the previous year, you are still required to renew for the base fee **OR** terminate your business license. **If you wish to close your business license with The Town of Summerville you will need to provide us with a written request that is signed and dated.**

You are responsible for letting us know if you have closed your business or moved within 10 business days. All business licenses are automatically rolled over and will show unpaid June 1st. A 5% penalty will be added each month for any unpaid renewals *beginning July 1st*.

Renewals are sent out the end of April. You are responsible for renewing whether or not you have received a renewal application form.

For your convenience, this application may be returned by mail, email, or in person. Please note the rate classification printed on your Business License application. The classification rates are as follows:

In-town Rates		
Class	Income: 0-\$2,000 minimum base fee	Rate for gross receipts over \$2,000
1	\$ 30.00	\$1.20 per thousand
2	\$ 35.00	\$1.55 per thousand
3	\$ 40.00	\$1.90 per thousand
4	\$ 45.00	\$2.25 per thousand
5	\$ 50.00	\$2.60 per thousand
6	\$ 55.00	\$2.95 per thousand
7	\$ 60.00	\$3.30 per thousand
8	See individual Business in Class 8 (Contractors use Class 3 Rate).	

Out-of-Town Rates		
Class	Income: \$0 - \$2,000 Minimum base fee	Rate for gross receipts over \$2,000
1	\$ 60.00	\$2.40 per thousand
2	\$ 70.00	\$3.10 per thousand
3	\$ 80.00	\$3.80 per thousand
4	\$ 90.00	\$4.50 per thousand
5	\$100.00	\$5.20 per thousand
6	\$110.00	\$5.90 per thousand
7	\$120.00	\$6.60 per thousand
8	See individual Business in Class 8 (Contractors use Class 3 Rate).	

Please call or email for Class 8 rates or for declining rates over \$2,000,000 gross receipts.
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