

# Town of Edisto Beach

2414 MURRAY STREET, EDISTO BEACH, SC 29438  
843-869-2505 | www.townofedistobeach.com



## RENTAL LICENSE APPLICATION

FOR: May 1, 2024– April 30, 2025

Property Address: \_\_\_\_\_ Name: \_\_\_\_\_  
Rental Agency: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
E mail address: \_\_\_\_\_  
TAX ID # or EIN \_\_\_\_\_  
SC Department of Revenue Registration # \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

<u>Calculating the Annual Renewal Fee</u>	<u>Gross Receipts 2023</u>
Base fee = \$80.00 for the first \$2,000.00 of Gross Receipts	Rounded up to next highest thousand \$ _____
Plus \$3.10 per additional \$1,000.00 of Gross Receipts	Base Fee \$80.00
	Additional Fee \$ _____
	Total Fee Due \$ _____

### Attach a copy of your 1099 Year-End Statement or Tax Return to this Form

**\*Property owners are responsible for obtaining a Rental Business License yearly.**

I (We) do hereby certify that the amount returned as TOTAL GROSS receipts from my business or profession as reported herein is true and correct, and that I am familiar with the town ordinance providing for penalties and revocation of my (our) license for making false or fraudulent statements in this application.

\_\_\_\_\_  
Applicant Signature

### Payment is due upon receipt of renewal application. Payment is Past Due April 30th

Penalty for delinquency is 5% of license fee (per month or part thereof), up to max 50% penalty

**TOWN OF EDISTO BEACH**  
2414 MURRAY STREET  
EDISTO BEACH, SC 29438  
ATTN: BUSINESS LICENSE DEPT

\_\_\_\_\_  
Please return form with payment to the address listed above

**See reverse side for instructions on how to complete form**

FOR OFFICE USE ONLY

Penalty \_\_\_\_\_

Balance Due \_\_\_\_\_

Date: \_\_\_\_\_



## Instructions for Filing License Renewal

### 1. Persons Required to File

- Every person engaged or intending to engage in any calling, business, occupation or profession listed in the classification index, which is on file and available in the town offices, in whole or in part, within the limits of the town is required to pay an annual license fee and obtain a business license as provided in this article.
- Every person engaged or intending to engage in any calling, business, occupation or profession which requires state registration, certification or licensure shall provide the town with a copy of that registration, certification or license prior to obtaining a business license and/or beginning that activity, in whole or in part, within the limits of the town.

### 2. Computation of License Fees

- Enter gross income for preceding calendar or fiscal year (12 months).
- Round up to the next highest thousand.
- Use rate provided on renewal sheet. Apply declining rate if gross receipts were over \$1,000,000.00.
- Business License will not be issued until payment has been made in full.
- Make checks payable to the Town of Edisto Beach. We do not accept debit or charge cards.

### 3. Penalties

**Mail postmarked after April 30th must include penalties of 5% per month.**

- 4. **All businesses are subject to audit and verification of gross receipts by examination of income tax returns and documents filed with state and federal government agencies.**

**Original Renewal must be signed and returned with remittance.**

**\*\*Property owners, not rental agencies, are responsible for obtaining a Rental Business License yearly. If you have questions about who is responsible for payment, please contact your rental agency directly. \*\***