

This document is a list of information that may need to be included, depending on applicability, with an application for a Jerome Tour Business License. All information must be turned into the Town Clerk at least 2 weeks prior to an upcoming Council Meeting to be placed on the agenda for consideration.

1. **A completed Town of Jerome Business License Application.**
2. **A copy of your current Arizona TPT license.**
3. **Fee paid to the Town of Jerome for Business License Application (see below).**

Estimated gross annual revenue:

\$2,500 - \$10,000 (license fee: \$20)

Over \$10,000 (license fee: \$50)

4. **The proposed routes of all tours, including a legible map of the Town clearly showing all routes, stopping points, pick-up and drop-off points, and the business's parking area.**

Jerome Town Code, Section 8-5-5 'Routes' B. The proposed routes of all tour businesses shall be approved in advance by the Town Council. The submittal seeking approval shall include a legible map of the Town clearly showing all routes, stopping points, pick-up and drop-off points, and the business's parking area.

5. **Acceptable evidence of liability insurance naming the Town of Jerome as an additional insured. The minimum limit of liability for each applicable coverage shall be \$1,000,000.00.**

Jerome Town Code Section 8-5-6 'General Provisions' D. No tour business shall operate within the jurisdiction of the Town of Jerome unless it has first provided acceptable evidence of liability insurance, naming the Town of Jerome as an additional insured. The minimum limit of liability for each applicable coverage shall be \$1,000,000.00.

Type of Tours: Driving Walking Both

Anyone Operating a Tour Vehicle MUST have a Current Arizona Driver's License

6. **A copy of the State of Arizona license of any driver who will be operating a tour vehicle.**

Jerome Town Code, Section 8-5-6 'General Provisions' E. All drivers of tour vehicles shall maintain a current driver's license issued by the State of Arizona. A copy of each driver's license shall be filed by the tour business with the Town prior to that driver operating any tour business vehicle.

RECOMMENDED: Read Jerome Town Code Chapter 8, Section 5 'Tour Business Code,' to familiarize yourself with all ordinances regarding tour businesses. Available to the public at: <https://jerome.az.gov/jerome-town-code>

If you have any questions, please contact the Deputy Clerk at k.muenz@jerome.as.gov or 928-634-7943