

**Chapter 5.01**  
**BUSINESS LICENSES**

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**Section 5.01.010 Definitions.**

As used in this chapter, the following terms shall have the meanings ascribed to them:

"Amusement exhibition" means any amusement activity not defined elsewhere which is open to the public for a fee and which does not include gambling.

"Amusement show" means a live show of unusual or unique talents, events or skills performed for the monetary gain of the operators and for the amusement or entertainment of others, but does not include educational activities.

"Auctioneer" means an individual who sells personal or real property of another at public auction for a fee or commission, provided, however, that such definition shall not include a public employee who performs such as a portion of his duties.

"Business" means an activity, under single ownership, which includes the sale, purchase, pawn, proposed sale or rental of goods, services, facilities or entertainment including, but not limited to, retail sales, wholesale, amusements, exhibitions or solicitation by telephone.

"Carnival" means an event or an activity which includes rides, side shows, games and refreshments for monetary gain to the operator, whether all of the listed parts are present, or not.

"Circus" means a live show of acrobats, wild animals, clowns and other performers, whether all of the listed parts are present, or not.

"Construction contractor" means any person or entity engaged in the construction, erection, location, alteration, repair or restoration of any building, structure, sidewalk or street, including the installation, repair, alteration or restoration of any electrical or plumbing services, concrete or masonry, painting, roofing or carpentry.

"Contractor" means any person or firm engaged in the building trades industry who charges a fee or receives an incentive to perform such work for another.

"Electrical contractor" means a person who is engaged in the business of installing, altering, repairing or servicing electrical wiring, fixtures, conductors, devices, equipment, materials, apparatus and similar items in buildings or structures who contracts with another to perform such work for another.

"General contractor" means a person who is engaged in the building trades industry, other than electrical, plumbing or mobile home installation, who charges a fee to perform such work for another.

"Mobile home installer" means a person who engages in the business of locating, setting, leveling, connecting or attaching mobile homes.

"Mobile home park operator" means a person who engages in the business of renting mobile home

spaces in an approved mobile home park.

"Nonresident business" means a business which is located within the municipal boundaries, but does not have a local address or street location or has its principal office other than in the city.

"Pawnbroker" means a person who engages in the business of lending money on security of personal property deposited or placed in pawn, on the condition of selling them to the holder of a receipt at a stipulated price.

"Peddler" means any person who travels from one location to another within the city and conducts, or attempts to conduct, a business activity in the course of travelling, thus going to prospective customers, and shall include such persons as "hawker," "huckster," "canvasser," "solicitor," and "street vendor."

"Person" means any real individual or group of individuals, or any artificial entity or association, such as partnerships, limited partnerships, corporations or companies.

"Plumbing contractor" means a person who is engaged in the business of the erection, installation, alteration, addition, repair, relocation, replacement, maintenance or use of any plumbing system, or portion thereof, who charges a fee to perform such work for another.

"Resident business" means a business located within the municipal boundaries with a local address and street location of an office which employs or supports at least one person, and has no intention to abandon a local address.

"Secondhand dealer" means any person who engages in the business of buying, selling, exchanging or dealing in personal property which has been previously owned or used, but not from an original source. It shall not include those persons engaged in the pawn business.

"Security alarm operator" means any person who engages in the business of installing, repairing, maintaining, operating security alarms, or who operates a security alarm for himself/herself, and has the alarm or alarm system connected so as to notify the city police department.

"Security officer" means a person who for consideration from private individuals performs a watchman or guard duty of more than one private property, whether employed by the property owners or by a security patrol operator, but shall not include persons who routinely make deliveries of money to financial institutions, or employees of a single establishment.

"Security patrol operator" means a person who engages in the business of furnishing one or more security officers for private persons to act as guards or watchman, or to provide a patrol for private persons or private property.

"Solid waste hauler" means a person who engages in the business of collecting or transporting any solid waste, garbage, refuse or other waste materials intended to be discarded.

"Special business" means one of the enumerated businesses in this chapter which receives individual definition, and which may receive individual treatment hereunder.

"Taxicab driver" means an individual who drives a taxicab for consideration, whether as the taxicab operator or as an employee.

"Taxicab operator" means a person who is engaged in the business of operating any vehicle to carry passengers for hire not on an established route within the city.

"Temporary resident business" means a business located within the municipal boundaries with a local address and street location which has no intent to remain indefinitely.

"Transient merchant" means a person who is engaged in any business temporarily located at a fixed location in the city. (Ord. 5-90 (part))

#### **Section 5.01.020 Purpose.**

The purpose of this chapter is to regulate and license the businesses located or operating within the city for the protection and promotion of the health and welfare of the citizens of the city. (Ord. 5-90 (part))

#### **Section 5.01.021 Solicitation Definitions.**

The following definitions shall apply in the interpretation and enforcement of this Chapter:

“Commercial Solicitor” shall mean any person, whether as volunteer, owner, agent consignee, or employee, who engages in door-to-door commercial solicitation.

“Door-to-Door Commercial Solicitation” shall mean attempting to make personal contact with any person at his residence, without prior invitation by or appointment with the resident, for the primary purpose of:

- a. Attempting to sell, for present or future delivery, any goods, wares or merchandise, newspaper or magazine subscriptions, or any services to be performed immediately or in the future, whether or not the person has, carries or exposes a sample of such goods, wares or merchandise, and whether or not he is collecting advance payments for such sales and services;
- b. Seeking or attempting to obtain contributions of money or any other thing of value for the benefit of any association, organization, corporation, or program, excluding those defined under door-to-door non-commercial solicitation;
- c. Personally delivering to the resident a handbill or flyer advertising a commercial event, activity, good or service that is offered to the resident for purchase at a location away from the residence or at a future time.

“Door-to-Door Non-Commercial Solicitation” shall mean attempting to make personal contact with any person at his residence, without prior specific invitation by or appointment with the resident, for the primary purpose:

- a. Seeking or asking for a gift or donation for a public entity or non-profit organization exempt from federal income tax under 26 U.S.S. 501(c);
- b. Soliciting the sale of goods, wares or merchandise for present or future delivery, or the sale of services to be performed immediately or in the future, with the entire proceeds of such sale of services to be performed immediately or in the future, with the entire proceeds of such sale to be paid directly to, or used exclusively for the benefit of, a public entity or non-profit organization exempt from federal income tax under 26 U.S.C. 501(c);
- c. Personally delivering to the resident a handbill or flyer advertising a future not-for-profit event, activity, good or service;
- d. Distribution of religious tracts and information on behalf of a religious organization;
- e. Door-to-door canvassing and pamphleteering as a vehicle for the dissemination of ideas, or views or opinions by one engage in political activities as a candidate or on behalf of an issue on an upcoming ballot.

“Door to Door Solicitation Permit” shall mean a document issued by the City of Rawlins authorizing a commercial solicitor to engage in door-to-door commercial solicitation.

“Employer” shall mean any person, company, corporation, business, partnership, organization, or any other entity on behalf of whom a person is acting.

“No Commercial Solicitors” or “No Commercial Solicitation” Sign: shall mean a prominently displayed sign that is exhibited on or near the main entrance to the premises or on or near the main door to any residence, stating “No Commercial Solicitors” or “No Commercial Solicitation” and applies only to commercial solicitation.

“No Solicitors” or “No Solicitation” Sign: shall mean a prominently displayed sign that is exhibited on or near the main entrance to the premises or on or near the main door to any residence, stating “No Solicitors” or “No Solicitation.”

“Non-Commercial Solicitor” shall mean any person, whether as volunteer, owner, agent, consignee or employee, who engages in door-to-door non-commercial solicitation.

“Permit Holder” shall mean any person to whom a permit has been issued under the provisions of this Chapter.

“Public Entity” shall mean the state, county, municipality, school district, special improvement district, and any other kind of district, agency, instrumentality or political subdivision thereof organized pursuant to law and any separate entity created by intergovernmental contract or cooperation only between or among the state, county, municipality, school district, special improvement district, and every other kind of district, agency, instrumentality or political subdivision thereof.

“Residence” shall mean a private residence in the City, including but not limited to condominium units and apartments, and shall include the yards, grounds or hallways, thereof.

#### **Section 5.01.021(A) Solicitation prohibited.**

- a. No person shall engage in commercial solicitation upon any premises without prior invitation from the occupant thereof if such premises is posted with a notice prominently displayed upon which is printed “No Commercial Solicitors” or “No Commercial Solicitation.” For the purposes of this subsection, a dwelling house or apartment or other residence will be deemed to be posted against solicitation if the above notice is exhibited on or near the main entrance to the premises or on or near the main door to any residence located thereon.
- b. No person shall engage in any form of solicitation upon any premises without prior invitation from the occupant thereof if such premises is posted with a notice predominately displayed upon which is printed “No Solicitors” or “No Solicitation”. For the purposes of this subsection, a dwelling house or apartment or other residence will be deemed to be posted against solicitation if the above notice is exhibited on or near the main entrance to the premises or on or near the main door to any residence located thereon. This provision shall apply to all solicitation including, but not limited to commercial, religious, charitable, non-profit, or political.

#### **Section 5.01.021(B) Commercial Solicitation Permit Required.**

It shall be unlawful for any person to engage in door-to-door commercial solicitation activities within the City without first obtaining a Door-to-Door Solicitation Permit issued by the City of Rawlins. Unless authorized or permitted pursuant to the terms and provisions of this Chapter, the practice of being in and upon private residential property within the City by solicitors for the purpose of commercial solicitation, the same is prohibited and is punishable as set forth in this Chapter.

#### **Section 5.01.021(C) Exemptions.**

- a. Any solicitor previously invited by the owner or occupant of the private residential property is exempt from the prohibitions under Section 5.01.021(A)(a) and Section

5.01.021(A)(b). Such invitation shall not relieve the commercial solicitor from complying with all other terms and provisions of this Chapter including the requirement to obtain a Door-to-Door Solicitation Permit.

- b. Those persons engaged in non-commercial solicitation as defined herein, are not required to obtain a Door-to-Door Solicitation Permit.

**Section 5.01.021(D) Possession and display of license.**

Every person permitted pursuant to this Chapter must at all times possess and display their Door-to-Door Solicitation Permit in a conspicuous place while solicitation, and shall produce the same whenever requested to do so by a police officer or other person.

**Section 5.01.021(E) Door-to-Door solicitation restrictions.**

- a. No person will engage in solicitation upon any residential premises after having been asked by the owner or occupant thereof to leave such premises or residence.
- b. There will be no solicitation upon any residential premises, other than upon prior invitation by the occupant, prior to 9:00 a.m. or after 8:00 p.m., of any day.
- c. Not more than two individuals will engage in solicitation upon any residential premises at the same time for the same goods or merchandise, services, or for religious or charitable purposes. Each individual member of a group engaged in solicitation in violation of this provision will be deemed to have violated such provision.
- d. Every person engaged in solicitation shall, at the time of initial contact with a prospective customer or donor, immediately identify himself and truthfully state the purpose of the solicitation.

**Section 5.01.021(F) Application contents; fees.**

- a. Each person applying for a Door-to-Door Solicitation Permit shall submit written application on forms provided by the City of Rawlins with payment of the permit fee, to the City of Rawlins. The applicant shall state upon oath or affirmation that the information contained in the application is truthfully provided to the best of their knowledge and belief.
- b. The applicant shall supply the following information and any such additional information that the City of Rawlins may include upon the application form:
  - 1. Applicant's true and correct name, and any former name or aliases;
  - 2. Applicant's business address and business telephone number;
  - 3. If different from the applicant, the name, address and phone number of the responsible person or entity;
  - 4. The name, address and phone number of the applicant's immediate supervisor, if any;
  - 5. Information regarding the business including, without limitation, its legal status and proof of registration with, or certificate of good standing from the Wyoming Secretary of State;
  - 6. Proof the applicant or the applicant's company has registered with the Wyoming Department of Revenue for the payment of sales tax;

7. Proof that the applicant or the applicant's company has obtained a valid City of Rawlins Home Occupation Permit and/or Contractor's License where applicable.
8. A brief explanation of the nature and duration of the solicitation activity that requires a permit under this ordinance;
9. Whether a permit, license or registration in connection with solicitation has ever been revoked by an jurisdiction and an explanation of the circumstances;
10. A complete list of all persons to be authorized to solicit under the permit;
11. For each person authorized to solicit under a permit, the following information:
  - a. Name, address, phone number and date of birth;
  - b. Proof of identification by submittal of the any of the following that bear a photograph of said person:
    - i. A valid U.S. driver's license or identification card issued by any state;
    - ii. A valid United States uniformed service identification card;
    - iii. A valid U.S. passport; or
    - iv. U.S. Citizenship & Immigration Services Green Card.
12. Any other information determined to be relevant by the administrative official; and,
13. Permit fees as adopted annually in the City of Rawlins Schedule of Fees.

**Section 5.01.021(G) Commercial Permit holder responsibilities.**

- a. Any person seeking to engage in door-to-door commercial solicitation must obtain a Door-to-Door Solicitation Permit from the City of Rawlins and pay the permit fee as provided in City Fee Schedule before commencing any such solicitation.
- b. All Door-to-Door Solicitation Permits shall be issued in the name of the Applicant. Upon issuances of each permit, the City of Rawlins shall create and maintain a list of all persons authorized to engage in commercial solicitation under the permit. It shall be the sole responsibility of the permit holder to:
  1. Provide a copy of the permit to each person authorized to engage in solicitation under the permit;
  2. Ensure that each person authorized to solicit under the permit complies with the terms and conditions of the permit and with the provisions of this Chapter;
  3. Notify the City of Rawlins in writing of any persons added to or deleted from the list of authorized solicitors; and
  4. Submit to the City of Rawlins, for each person to be added to the list, the information required above.
- c. The City of Rawlins shall, within five (5) business days of the City's receipt of a complete application for a permit under this Chapter, issue such permit, together with a list of all persons authorized to engage in door-to-door commercial solicitation under

the permit, unless the City of Rawlins determines that the permit application is denied under the criteria stated in 5.01.021(J).

**Section 5.01.021(H) Violations and penalties.**

It is a misdemeanor for any person to violate any of the provisions of this Chapter, and upon conviction thereof shall, if a penalty is not otherwise specified, be punished by a fine of not more than seven hundred fifty dollars (\$750.00), to which court costs shall be added. In situations found appropriate by the trial court, restitution may also be required.

**Section 5.01.021(I) Persons prohibited.**

A person shall not be eligible for issuance of a permit nor be authorized under a permit under this Chapter if:

- a. A permit previously issued to such person by the City of Rawlins under Section 5.01.021(B) has been revoked by the City of Rawlins under section 5.01.021(J).

**Section 5.01.021(J) Denial or Revocation.**

The City of Rawlins shall deny an application for a permit, refuse to renew a permit or revoke a permit issued under this Chapter if the City of Rawlins determines the applicant has:

- a. Made any material misrepresentation or false statement in the application for the permit;
- b. Failed to notify the City of Rawlins if any person authorized to solicit under the permit, including the applicant, becomes a prohibited person as outlined in section 5.01.021(I) of this Chapter, after the issuance of the permit;
- c. Failed to obtain necessary licenses as required by the City, including but not limited to a sales and use tax license, home occupation permit, contractor's license or business license;
- d. Failed to conduct and/or supervise solicitation activities under the permit so as to reasonably ensure that such solicitation is in compliance with the terms of the permit and with the provisions of this Chapter; or
- e. Authorized, condoned or knowingly tolerated any unlawful solicitation or any solicitation conducted in such a manner as to constitute a menace to the health, safety, or general welfare of the public.

**Section 5.01.021(K) Permit term.**

Unless otherwise revoked under Section 5.01.021(J), a Door-to-Door Solicitation Permit shall expire when the applicant's Rawlins Business License, Contractor's License, Home Occupation Permit expires. (Ord. 09A-2011(part)) (Ord. 09-2013, Amended 9/3/2013)

**Section 5.01.030 Compliance required.**

No person, partnership, corporation or other association shall operate an organization involved in the trade or sale of goods, services, or both to consumers without first having complied with the provisions of this chapter which apply thereto and be in compliance with all local, state, and federal laws. Any violation thereof shall be subject to the penalties contained in Section 1.08.010 and, in addition thereto, may have any use license revoked, suspended or denied. Each

day shall be considered a separate violation. (Ord. 5-90 (part))(Ord. 09-2013, Amended 9/3/2013)

**Section 5.01.040 Licenses required.**

A. No person shall operate any business described in this chapter without first obtaining a license if such is required. Every business which operates under a license issued under this chapter shall exhibit the current, valid license in a conspicuous place in an area open to the public.

B. Any person who operates a business described in this chapter at the time of the passage of the ordinance codified in this chapter, or amendment thereto, to which includes one or more additional businesses, and who was not required to have a license prior to the passage of the ordinance codified in this chapter, or amendment thereto, shall have a period of sixty days to obtain a license, or otherwise comply.

C. Any person who operates a business under a license issued by the city prior to the passage of the ordinance codified in this chapter may continue to operate such business under said license until the expiration of such, but not after the tenth day of July, 1991 in any event. (Ord. 5-90 (part))

**Section 5.01.050 Business license fee, requirements and conditions.**

Business license fees shall be established by resolution of the City Council as per Title 1 of this code.

The following special businesses shall pay the respective fees as provided in Title 1 listed herein: and also comply with the following respective conditions:

1. Auctioneer.

Each auctioneer shall provide to the City a bond for not less than ten thousand dollars to protect the customers of the auctioneer from fraud or neglect. Each auctioneer shall keep a ledger of the property he auctions for not less than five years.

2. Carnival, Circus, Amusement Show or Exhibition.

A. Prior to any performance, each operator shall provide to the City satisfactory evidence of a current, valid liability insurance policy from a reputable insurance carrier which will cover accidents, injury or occurrences to patrons and attendees during the entire operation of the organization within the City in an amount of not less than one million dollars for each occurrence.

B. Prior to any performance, each operator shall provide to the City satisfactory evidence that it has hired enough security personnel to have at least one person possessing a current Wyoming POST Certification on duty during the hours of 6:00 P.M. until closing. The operator may make arrangements through the City of Rawlins Police Department, the Carbon County Sheriff's Department or any other agency or person possessing POST certification. Failure to have such person on duty shall be grounds for immediate revocation of said license and closing of said event. The City Manager, after consultation with law enforcement, may waive the requirement of hiring such security personnel if he or she deems the impact on local services to be minimal.

3. Contractors.

A. General Contractors. Each general contractor shall provide to the City evidence of insurance coverage for liability in an amount not less than three hundred thousand dollars which is in effect, or will be in effect, during the period of the license. In the event that the insurance policy lapses during the period of the license, the license shall suspend until proof of insurance is provided to the City.

B. Electrical Contractors. Each electrical contractor shall provide to the City evidence of insurance coverage for liability in an amount not less than three hundred thousand dollars which is in effect, or will be in effect, during the period of the license. In the event that the insurance policy lapses during the period of the license, the license shall suspend until proof of insurance is provided to the City.

C. Plumbing Contractors. Each plumbing contractor shall provide to the City evidence of insurance coverage for liability in an amount not less than three hundred thousand dollars which is in effect, or will be in effect, during the period of the license. In the event that the insurance policy lapses during the period of the license, the license shall suspend until proof of insurance is provided to the City.



D. Mobile Home Installer. Each mobile home installer shall provide to the City evidence of insurance coverage for liability in an amount not less than three hundred thousand dollars which is in effect, or will be in effect, during the period of the license. In the event that the insurance policy lapses during the period of the license, the license shall suspend until proof of insurance is provided to the City.

4. Pawnbroker.

A. Each pawnbroker shall maintain a current ledger in the book provided and owned by the City Police Department which lists all of the property pawned or purchased in his establishment, including the information contained therein. Such ledger shall be maintained and available for inspection during regular business hours by any City police officer. Such book shall be returned to the City Police Department when filled to capacity.

B. No pawnbroker shall accept any property for pawn or purchase from any person under the age of majority.

C. Each pawnbroker shall keep each pawned piece of property in pawn for a period of not less than thirty days before offering such for sale, and shall charge a rate not greater than twenty percent per month on each piece or set of property pawned.

D. Any pawnbroker who has come into possession of any stolen property shall deliver the property to the lawful owner without charge when the owner has made a reasonably accurate and certain identification of the individual item. Any pawnbroker may request a police officer be present at the time of the identification.

5. Repeal. (Ord. 09A-2011(part))

6. Secondhand Dealer. Shall maintain a current ledger of the items purchased for resale for a period of not less than five years which shall include the date, name and address of the person from whom purchased for each item.

7. Security Officer.

A. Each security officer shall be bonded for the honest performance of his duties in an amount not less than one hundred thousand dollars by a reputable bonding company licensed to do business in the State of Wyoming. The bond shall name the City and all of the customers served by the security officer and shall cover the entire period of the license.

B. Each security officer shall make written application for the license on the form provided by the clerk and shall fully cooperate in a background investigation conducted by the chief of police. Any false statement on the application, or any conviction of a misdemeanor involving larceny, deception or moral turpitude or any felony involving moral turpitude within the previous ten years shall be grounds for denial of the license. The applicant shall provide fingerprints and photographs to be kept on file.

C. No security officer shall possess on his person or in his vehicle any firearm, or replica thereof while engaged in business.

D. No security officer shall have any lights on his vehicle which are visible from the front or side of the vehicle which show any color other than white, except for the turn signals, emergency flashers and marker light which are normally associated with a consumer's automobile direct from the factory. No markings on the vehicle shall be of a nature as to suggest such is a marked police patrol vehicle, provided, however, that the plain words "security patrol" shall not be so construed.

E. The annual license issued to each security officer shall contain a picture of the officer, and shall remain the property of the City. Such shall be returned to the City upon expiration or termination of the officer's profession as a security officer in the City, whichever is sooner.

8. Security Patrol Operator.

A. Each security patrol operator shall make written application for the license on the form provided by the clerk and shall fully cooperate in a background investigation conducted by the Chief of Police. Any false statement on the application, or any conviction of a misdemeanor involving larceny, deception or moral turpitude or any felony involving moral turpitude within the previous ten years shall be grounds for denial of the license. The applicant shall provide fingerprints and photographs to be kept on file.

B. Each security patrol operator shall be bonded for the honest performance of his duties in an amount of not less than one hundred thousand dollars from a reputable bonding company licensed to do

business in the state of Wyoming. Such bond shall cover the City and every customer of the operator in the City, and shall cover the entire term of the license. Such bond shall provide for notice of cancellation to the City not less than ten days prior to the effective date of cancellation.

C. Each security patrol operator shall insure that each security officer employed or utilized in the business is bonded as described above.

D. Each security patrol operator shall provide to the City Clerk on a monthly basis a current list of all customers of the business.

#### 9. Taxicab Operators.

A. Each taxicab operator shall have each vehicle operated as a taxicab insured with liability insurance in an amount not less than five hundred thousand dollars, and shall provide satisfactory evidence of such insurance to the clerk which provides coverage for the entire term of the license and provides for notice of cancellation to the City not less than ten days prior to the effective date of the cancellation. Cancellation of insurance shall suspend the license until satisfactory evidence of adequate insurance is received by the clerk.

B. Each taxicab operator shall make written application for the license on the form supplied by the clerk and cooperate fully with a background investigation to be conducted by the chief of police, or his designee. Any false statements by the applicant on the application, conviction of a misdemeanor involving larceny, deception or moral turpitude within the previous ten years, or any felony involving moral turpitude within the previous ten years, shall be grounds for denial or revocation of the license, unless a waiver of this provision is granted in writing by the City council.

C. Each taxicab operator shall clearly mark each vehicle operated as a taxicab so that it may be readily identified as such.

#### 10. Taxicab Driver.

A. Each taxicab driver shall make written application for the license on the form supplied by the clerk and cooperate fully with a background investigation to be conducted by the chief of police, or his designee. Any false statements by the applicant on the application, conviction of a misdemeanor involving larceny, deception or moral turpitude within the previous ten years, or any felony involving moral turpitude within the previous ten years shall be grounds for denial or revocation of the license, unless a waiver of this provision is granted in writing by the City council, provided, however, that a licensed taxi operator, or applicant therefor, need only complete one application for both operator and driver licenses if both are requested.

B. Each taxicab driver shall be issued a license with the licensee's picture thereon and such shall be displayed by the taxicab driver in a prominent, unobstructed location on the right hand side of the vehicle dashboard at all times the driver is operating the taxicab. (Ord. 12-91; Ord. 5-91 (part); Ord. 5-90 (part) Amended 02/17/98)(Ord. 08a-2008, Amended, 08/19/2008; Manual, Amended, 07/20/1999; Manual, Amended, 02/21/1998) Ord. 04-2014 Amended 4/1/2014;

### **Section 5.01.060            Application and issuance.**

A. Any person initially requesting a business license must apply for such on the form designated by the city clerk. Such completed initial application shall be returned to the city clerk for review and issuance of the license.

B. A license shall be issued by the city clerk upon the submittal of a completed application and compliance with all other terms and conditions contained herein.

C. No license shall be issued for a period in excess of one year and any proscribed renewal period.

D. All licenses, save and except liquor licenses, shall expire on the last day of the month one year after the purchase date of the license. Applications for renewal shall be received by the city clerk or designee, prior to the expiration of the license, or an initial license, together with all supporting documentation, which shall be required of the applicant. (Ord. 5-91 (part); Ord. 5-90 (part))

**Section 5.01.070 Bonds.**

A. In the event that a bond is required by the provisions of this title, a copy of such bond from an approved bonding company authorized to do business in the state of Wyoming, or a certified check, in the appropriate amount, shall be deposited with the city clerk attached to the application. Such bond shall be valid for the entire period of the license and any additional period necessary to correspond with any promise to deliver goods or services.

B. Whenever a bond is required under this chapter, the bond shall be in an amount of not less than five thousand dollars, or the amount of the aggregate cost of the work to be performed or elsewhere specified in the ordinances, whichever is greater. The bond shall be a performance bond which covers the performance of promises given to customers, including, but not limited to the delivery of goods or services. Such bond need not cover warranties, expressed or implied. (Ord. 5-90 (part))

**Section 5.01.080 Procedures for collection on bond.**

A. In the event the city receives a written complaint from a citizen that a business which has posted a bond with the city for nonperformance or malperformance of the bonded actions, the city shall send notice to the business of the complaint. In the event the complaint is not corrected and notice of such given to the city within five days of the notice given to the business, the city shall give the address of the bonding company to the complainant upon request.

B. No bond which has a claim made against it may be released until resolution of the claim has been received by the city. (Ord. 5-90 (part))

**Section 5.01.090 Nontransferability.**

No license granted under this title shall be assignable or transferable from the person to whom such was issued. Any attempt to assign or transfer a license shall void such license. (Ord. 5-90 (part))

**Section 5.01.100 Appeals.**

In the event that a license is refused or denied by the city clerk, the applicant may appeal within five days of receiving notice of the decision by giving written notice of such intent to appeal to the office of the city manager. The city manager shall hold a hearing wherein the applicant shall be allowed to present evidence and argue his case, opposed by the city clerk, who may be assisted by the city attorney. Further appeal may be had to municipal court and district court utilizing the same time periods. Appellant may approach the council at any time in the appeal process to amend the ordinance. (Ord. 5-90 (part))

**Section 5.01.110 Exemptions and exceptions.**

A. Minors, Unemancipated. Unemancipated minors shall be exempted from the requirements of this chapter if: they own and operate their own business, either individually or in partnership; they have no employees; and they do not engage in a special business as defined in this chapter.

B. Salesmen Who Sell Only to Businesses. Nonresident salesmen who sell only to local businesses shall be exempt from the requirements of this chapter.

C. Couriers for Financial Institutions with Office Elsewhere. Nonresident couriers who service local financial institutions shall be exempt from the requirements of this chapter.

D. Liquor License Holders. Those businesses which hold a current liquor license from the city, and who do not engage in any business other than the sale of alcoholic beverages and associated activities shall not be required to obtain another business license. Those who engage in other business activities shall be required to obtain a separate license for such activities.