

James A. Bilella II  
Mayor



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Administrator

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## MERCANTILE LICENSE APPLICATION

When applying for a mercantile license you will need the following:

- Upon request, you will need to obtain a copy of your property survey. If you are renting, your landlord should have a copy of this document.
- Attach a copy of valid photo id.

Please answer the following questions to the best of your knowledge. Any question you do not know, the Zoning Office (856) 767-7777 Ext. 316 should be able to help you answer.

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ (Proposed business location)

1. OCCUPANCY LOAD: \_\_\_\_\_

2. NUMBER OF EXITS THE BUILDING HAS: \_\_\_\_\_

3. NUMBER OF PARKING SPACES: \_\_\_\_\_

4. SIZE OF THE LOT: \_\_\_\_\_

5. IS THE LOCATION ON A STATE, COUNTY OR MUNICIPAL ROAD: \_\_\_\_\_

6. ZONING DESTINATION: \_\_\_\_\_

7. IF YOUR BUSINESS IS DIFFERENT FROM THE PREVIOUS USE PLEASE SPECIFY THE CHANGE.

PREVIOUS USE: \_\_\_\_\_

CURRENT USE: \_\_\_\_\_

8. NUMBER OF PERSONS EMPLOYED: \_\_\_\_\_

When your application is completed, it will then be forwarded for review and approval by each department. **YOU CANNOT OPERATE A BUSINESS UNTIL THE BOROUGH CLERK PROVIDES FINAL APPROVAL OF THE APPLICATION AND SUPPORTING DOCUMENTATION.**

Any questions about your application, please contact the Clerk's office (856) 767-7777 Ext. 303.

Thank you.