



RIVERTON CITY BUSINESS LICENSE DAY CARE / IN HOME

1. Apply for a Conditional Use Permit from Riverton City Planning Department. They have a packet and a checklist of requirements. One time application fee required.
2. State Certificate of Child Care Licensing is required. Contact State Department of Child Care Licensing for classes and information; Phone 538-9294.
3. Apply with State Commerce Department for business name registration. You may apply at www.business.utah.gov/registration. Fee required.
4. Request State Health Inspection *if* food is being served. Fee required Starting 2007 phone 313-6620.
5. Current Certificate of First Aid/CPR Training. Fee required. Contact Dept of Child Care Licensing for classes; phone 538-4034.
6. Riverton City Business License. \$50 Fee required. Business License Clerk will collect this fee.
7. Riverton City Building Inspection. \$47 Fee required. Business License Clerk will collect this fee and order inspection.
8. Fire Department Inspection. No fee required. Business License Clerk will order this inspection.

*It is applicants responsibility to provide items 2,3,4,5 when presenting completed Business License Application. Fees for items 6 & 7 will be collected when Business License application is turned in. All licenses will be issued only after final fire and building inspections are complete.

*Day Care is providing care and supervision for 3 or more children under age 14 for more than 4 hours per day. Only exclusion is given to children in homes of legal guardians, grandparents, bothers, sisters, uncles or aunts.

