



CITY OF SENECA

P.O. Box 4773
221 East North 1st Street
Seneca, South Carolina 29679
P : (864) 885-2700 / F : (864) 885-2701
www.seneca.sc.us

RESIDENT BUSINESS LICENSE APPLICATION

Before obtaining a business license with the City of Seneca, please complete the following:

- Zoning Compliance Application or Home Occupation Certification**
Planning & Development Department (864) 885-2726
[Click here for Zoning Compliance Application](#)
[Click here for Home Occupation Certification](#)
- New Business Utilities Application**
Seneca Light & Water Customer Service (864) 885-2723

After completing the above steps, to obtain a business license, please complete the following questions:

Business Name: _____

Owner Name: _____

Mailing Address: _____

Physical Address: _____

Phone Number: _____ Fax number: _____

Email: _____

Emergency Contact Information:

Name: _____

Phone Number: _____

Address: _____

Federal Tax ID: _____ **or** S.S. Number: _____

Business Description: _____

Gross Amount: _____ New _____ Renewal _____

Signature _____ Date _____

Business License Office Contact:

Jael Jimenez, Finance Administrative Assistant

P: (864) 885-2700 F: (864) 885-2701

Email: jael@seneca.sc.us

OFFICE USE ONLY:

Business License ID#	Payment Amount	Type of Payment	Receipt #	Date Paid
	\$	Cash CK# _____ CC MO		

Report Code/NAICS _____ Fee Code/ RATE _____