



## Mobile Home Court Business License Application

New Application       Renewal

Licensing Year: 20\_\_\_\_

### License Information:

Business Name (as it will appear on license)	
Applicant/Owner Name (as it will appear on license)	
Mailing Address	
City, State, Zip	
Phone Number	
Email Address	
Address of Mobile Home Court	
Number of Mobile Homes	
License Fee (check made payable to City of Watertown)	License fee: \$75.00 + \$2.50 per lot

\_\_\_\_\_  
Applicant/Owner Signature

\_\_\_\_\_  
Date

**TO BE COMPLETED BY CITY OF WATERTOWN**

Fee Paid: _____ Receipt Number: _____ Dated: _____ License or Permit Number: _____	City Council Approved On _____ _____ City Manager _____ Finance Officer
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**Submit completed application to:** City Finance Office, Attn: Records/Licensing Manager, PO Box 910, Watertown SD 57201  
 Phone# (605) 882-6203 • Fax# (605) 882-6218 • licenses@watertownsd.us

# License Procedures: Mobile Home Court



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Per City Ordinance (Chapter 21.2206): No person shall establish, maintain or operate a manufactured home court without having obtained a license to do so. The license shall be issued by the City Council, from year to year, upon approval of an application for such license. All licenses shall expire on December 31 of the year in which issued. The annual license fee shall be established by resolution of the City Council. (C-201-3) (E-617-1) (Ord 12-23; Rev 09-14-12)

To Apply for a Mobile Home Court License with the City of Watertown:

1. Fill out a business license application form, which is available at the City Finance Office in City Hall.
2. The license fee must be collected at the Finance Office. Please make payable to the City of Watertown.  
**i). First Year Rate for a Mobile Home Court is \$75.00 + \$2.50 per lot.**
3. Approval is required from the Watertown City Council. Your application will be presented in a timely manner following your submittal. Please note, City Council Meeting are held the first and third Monday of each month. Upon approval, a license card will be provided.
4. Please note, licenses are effective from January 1 to December 31. The renewal license fee is \$75.00 + \$2.50 per lot. The paperwork will be mailed to you directly, usually in November.