



Village of Corrales

4324 Corrales Road, Corrales, NM 87048

Phone: (505) 897-0502 Fax: (505) 897-7217

Application for Business Registration/License

Please complete all the information on this form as completely and accurately as possible by typing or using blue or black ink. Please contact us at (505) 897-0502 with any questions.

SECTION 1 – TYPE OF LICENSE

☐ NEW BUSINESS

- OR -

☐ RENEWAL

- ☐ Cannabis Establishment ☐ Commercial ☐ Non-Profit ☐ Home Occupation
☐ Short Term Rental ☐ Out of Village ☐ Other (please specify) _____

Business Name: _____

Primary Contact: _____
First Name Last Name Title

Physical Address: _____
Street Number City/State Zip

Mailing Address: _____
PO Box/Street City/State Zip

Phone #: _____ E-mail: _____

SECTION 2 – CORPORATION/TAX INFORMATION

NM CRS/TAX ID NUMBER: _____ - _____ - _____

The state of New Mexico requires anyone engaged in business in New Mexico to register with the Taxation and Revenue Department. During registration, each business will be provided with a State Tax ID number, also known as a CRS ID Number. If you do not have a CRS number, please visit: **If the business operates in multiple jurisdictions (like a Food Truck for example), please use GRT location code 29-504 for the Village of Corrales.** Failure to use this code when filing your GRT taxes will result in your taxes being paid to a different municipality instead of Corrales. For more information, please visit: www.tax.newmexico.gov

Type of Ownership: _____
Corporation/LLC/partnership/sole Proprietor/Non-Profit/Etc.

Nature of Business: _____

NAICS Code: _____

You may search for your NAICS code at; <https://www.naics.com/search/> OR use the provided list.

Do/will you derive over 51% of your income from the state of New Mexico? ☐ YES ☐ NO

SECTION 3 – CORPORATE PERSONNEL

Owner/CEO: _____
First Name Last Name Title

Physical Address: _____
Street Number City/State Zip

Other Officer: _____
First Name Last Name Title

Physical Address: _____
Street Number City/State Zip

SECTION 4 – ADDITIONAL REQUIREMENTS

1. Have you complied with the Wastewater Ordinance? ☐ YES ☐ NO
(NOT APPLICABLE FOR HOME-BASED BUSINESSES)
2. Do you handle hazardous, toxic, or radioactive materials? ☐ YES ☐ NO
3. Does your business require any of the following permits/licenses? ☐ YES ☐ NO

- ☐ NEW MEXICO ENVIRONMENT DEPARTMENT FOOD PERMIT
☐ FEDERAL ENVIRONMENTAL PROTECTION AGENCY PERMIT(S)
☐ A CONTRACTOR'S LICENSE ISSUED BY THE STATE OF NEW MEXICO
☐ NEW MEXICO STATE LIQUOR OR CANNABIS LICENSE
☐ MEDICAL/PHARMACEUTICAL LICENSE(S)
☐ OTHER STATE OR FEDERAL LICENSE (PLEASE SPECIFY) _____

If you answered YES to any of the above, please attach a copy of the permits and/or licenses

****PLEASE NOTE: A FIRE INSPECTION BY THE VILLAGE OF CORRALES FIRE DEPARTMENT IS REQUIRED FOR MOST BUSINESSES LOCATED IN THE VILLAGE PRIOR TO RECEIVING YOUR LICENSE.**

SECTION 5 – SIGNATURE OF APPLICANT

By signing this form, I attest that the information I have provided herein is true and accurate to the best of my knowledge. I certify that I am authorized to sign the same as an agent on behalf of the above stated business. I agree to pay all associated fees for my registration including the annual business registration fee, applicable fire inspection fees and any other applicable permit fees as required by the Village of Corrales. I understand that I must file any changes to my business status, operations, and/or contact information with the Village Clerk's office in a timely manner. I further understand that the business license fee and fire inspection fees are paid annually and that I will be notified by email or mail when it is time to renew my annual license.

SIGNATURE: _____ DATE: _____
(MUST BE AN OWNER, PARTNER, OR CORPORATE OFFICER OF THE BUSINESS)

PRINTED NAME: _____ TITLE: _____

SECTION 6 – APPROVALS

ZONING APPROVAL:

☐ **Approved**

☐ **Not Approved**

ZONING SPECIALIST

DATE

CURRENT ZONING

FIRE INSPECTION:

☐ **Approved**

☐ **Not Approved**

VILLAGE OF CORRALES FIRE CHIEF

DATE

DATE OF INSPECTION

BUILDING INSPECTION:

☐ **Approved**

☐ **Not Approved**

CERTIFIED BUILDING OFFICIAL

DATE

DATE OF INSPECTION

Please choose the code that closest suits your business
and place the number on the NAICS code section of the Business Registration Application.

North American Industrial Classification Systems (NAICS Codes)

11 Agriculture, Forestry, Fishing & Hunting

- 111 Crop Production
- 112 Animal Production & Aquaculture
- 113 Forestry and Logging
- 114 Fishing, Hunting, and Trapping
- 115 Support Activities for Agriculture and Forestry

21 Mining, Quarrying, and Oil and Gas Extraction

- 211 Oil and Gas Extraction
- 212 Mining (except Oil & Gas)
- 213 Support Activities for Mining

22 Utilities

- 221 Utilities

23 Construction

- 236 Construction of Buildings
- 237 Heavy and Civil Engineering Construction
- 238 Specialty Trade Contractors

31-33 Manufacturing

- 313 Textile Mills
- 314 Fabric Mills
- 315 Apparel Manufacturing
- 316 Leather and Allied Product Manufacturing
- 321 Wood Product Manufacturing
- 322 Paper Manufacturing
- 323 Printing and Related Support Activities
- 324 Petroleum and Coal Products Mfg
- 325 Chemical Manufacturing
- 326 Plastics and Rubber Products Mfg
- 327 Nonmetallic Mineral Product Mfg
- 331 Primary Metal Manufacturing
- 332 Fabricated Metal Product Manufacturing
- 333 Machinery Manufacturing
- 334 Computer and Electronic Product Mfg
- 335 Electrical Equipment, Appliance & Component Mfg
- 336 Transportation Equipment Mfg
- 337 Furniture and Related Product Mfg
- 339 Miscellaneous Mfg

42 Wholesale Trade

- 423 Merchant Wholesalers, Durable Goods
- 424 Merchant Wholesalers, Nondurable Goods
- 425 Wholesale Electronic Markets & Agents and Brokers

44-45 Retail Trade

- 441 Motor Vehicle and Parts Dealers
- 442 Furniture and Home Furnishings Stores
- 443 Electronics and Appliance Stores
- 444 Bldg Material & Garden Eqmt & Supplies Dealers
- 445 Food and Beverage Stores
- 446 Health & Personal Care Stores
- 447 Gasoline Stations
- 448 Clothing and Clothing Accessories
- 451 Sporting Goods, Hobby, Musical Instrument & Book Stores
- 452 General Merchandise Stores
- 453 Miscellaneous Store Retailers
- 454 Non-store Retailers

48-49 Transportation and Warehousing

- 481 Air Transportation
- 482 Rail Transportation
- 483 Water Transportation
- 484 Truck Transportation
- 485 Transit & Ground Passenger Transp
- 486 Pipeline Transportation
- 487 Scenic and Sightseeing Transportation
- 488 Support Activities for Transportation
- 491 Postal Service
- 492 Couriers and Messengers
- 493 Warehousing and Storage

51 Information

- 511 Publishing Industries (Except Internet)
- 512 Motion Picture & Sound Recording Industries
- 515 Broadcasting (except internet)
- 517 Telecommunications
- 518 Data Processing, Hosting & Related Svcs
- 519 Other Information Services

52 Finance and Insurance

- 521 Monetary Authorities-Central Bank
- 522 Credit Intermediation & Related Activities
- 523 Securities, Commodities & Other Financial Investment Related Activities
- 524 Insurance Carriers and Related Activities
- 525 Funds, Trusts & Other Financial Vehicles

53 Real Estate & Rental & Leasing

- 531 Real Estate
- 532 Rental & Leasing Services
- 533 Lessors of Non-financial Intangible Assets (except Copyrighted Works)

54 Professional, Scientific & Technical Services

- 541 Professional, Scientific & Technical Svcs.

55 Management of Companies and Enterprises

- 551 Management Companies and Enterprises

56 Admin & Support & Waste Mgmt & Remed. Svcs

- 561 Administrative & Support Services
- 562 Waste Mgmt and Remed. Services

61 Educational Services

- 611 Educational Services

62 Health Care & Social Assistance

- 621 Ambulatory Health Care Services
- 622 Hospitals
- 623 Nursing & Residential Care Facilities
- 624 Social Assistance

71 Arts Entertainment & Recreation

- 711 Performing Arts, Spectator Sports & Related Industries
- 712 Museums, Historical Sites & Similar Inst.
- 713 Amusement, Gambling & Rec. Ind.

72 Accommodations & Food Services

- 721 Accommodation
- 722 Food Services & Drinking Places

81 Other Services (except Public Administration)

- 811 Repair & Maintenance
- 812 Personal & Laundry Services
- 813 Religious, Grantmaking, Civic, Professional & Similar Organizations
- 814 Private Households

92 Public Administration

- 921 Executive, Legislative & Other Gen. Govt. Support
- 922 Justice, Public Order, and Safety Activities
- 923 Administration of Human Resource Programs
- 924 Admin of Environmental Quality
- 925 Admin of Hsng Prgms, Urban Planning & Community Development
- 926 Admin of Economic Programs
- 927 Space Research & Technology
- 928 National Security & International Affairs

