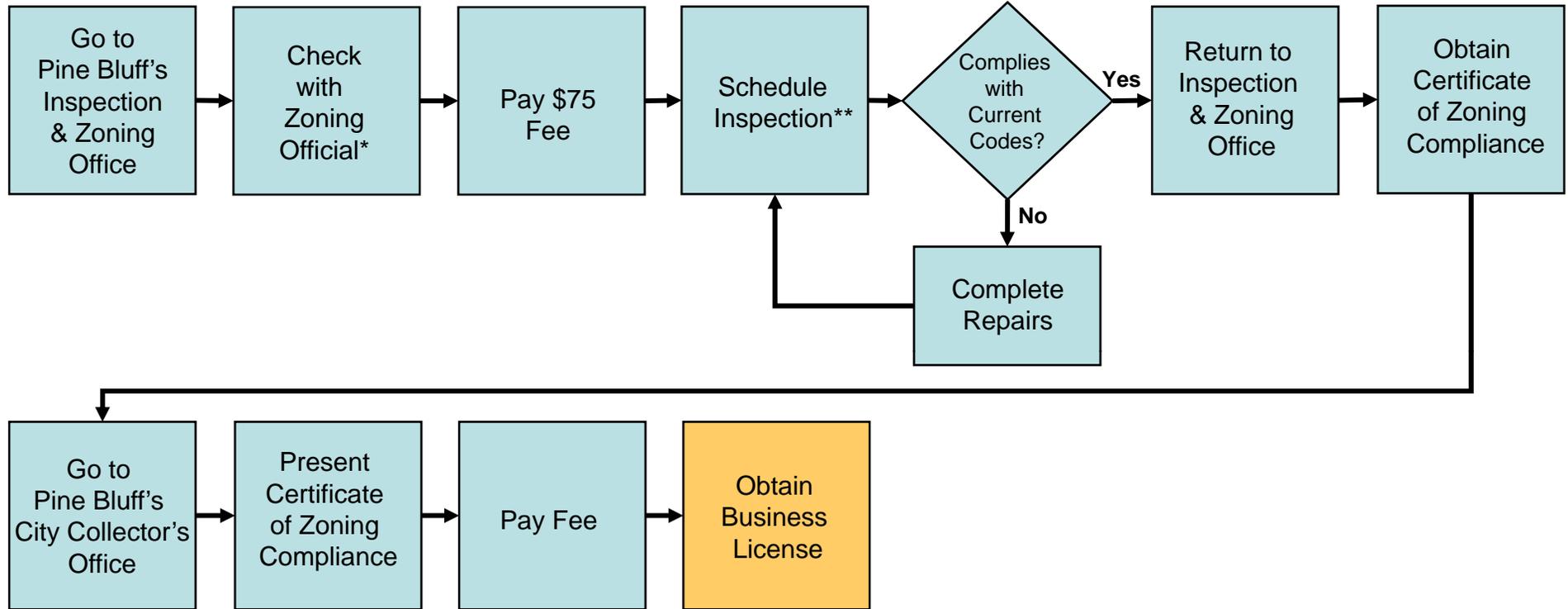


• Process to obtain a business license for a new business in an existing building.

- Also applies in all instances where ownership of an existing business is changed.
- Also applies in all instances where the name of an existing business is changed.
- Also applies in all instances where an existing business relocates to a new location within an existing building.



City of Pine Bluff
 200 E. 8th Avenue
 Pine Bluff, AR 71601
cityofpinebluff.com

Inspection & Zoning Department (870) 543-1845
City Collector's Office (870) 543-1815
Economic & Community Development Department (870) 543-1820

*This process is applicable to existing buildings and structures only. Please contact the Department of Inspection & Zoning for new construction guidelines.

**Inspection not required in all cases. Two inspections are permitted without any additional fees. Any business that will prepare and serve food will also need to schedule an inspection by the Jefferson County Health Unit. Please call the Jefferson County Health Unit at (870) 535-2142 for more information.

The inspection fee of \$75 **must** be paid before an initial inspection will be scheduled.

If problems identified in the initial inspection are not corrected by the second inspection, a \$75 re-inspection fee **must** be paid to schedule a third visit to the site.

Minimum 24 Hour Notice Required

