

Town of Mesilla, New Mexico

Phone (575) 524-3262

P.O. Box 10

2231 Avenida de Mesilla, Mesilla, NM 88046



2025-26 BUSINESS LICENSE APPLICATION/RENEWAL

(PLEASE PRINT)

DATE: _____

LIC NO: _____

NEW \$ _____ RENEWAL \$ _____ LATE FEE \$ _____ PARKING \$ _____ TOTAL \$ _____
 \$35 \$35 \$10 (IF APPLICABLE)

Change in status _____

APPLICANT'S INFORMATION

APPLICANT NAME		MAILING ADDRESS	
DRIVER LIC #	PHONE#	EMAIL	

BUSINESS INFORMATION

BUSINESS NAME		PHYSICAL ADDRESS	
PHONE #		MAILING ADDRESS	
TAX ID #	# OF EMPLOYEES	EMAIL ADDRESS	
OWNER/LANDLORD	MAILING ADDRESS		PHONE #
CONTRACTORS LICENSE # (IF APPLICABLE)			

EMERGENCY CONTACT INFORMATION

NAME	ADDRESS	TELEPHONE #
ALARM COMPANY (IF APPLICABLE)		TELEPHONE #

BUSINESS TYPE

(CHECK ALL THAT APPLY)

FOOD RETAIL ENTERTAINMENT BAR/LOUNGE
 SERVICE HOME OCCUPATION CONSTRUCTION OTHER _____

APPLICANT HEREBY STATES UNDER OATH THAT ALL STATEMENTS AND REPRESENTATIONS MADE IN THIS APPLICATION ARE TRUE AND VALID.

SIGNATURE OF APPLICANT/TITLE

DATE _____

SIGNATURE OF BUILDING OWNER/LANDLORD

DATE _____

FIRE DEPARTMENT INSPECTION VERIFICATION

Fire Inspection Date _____

Approved _____ Denied _____

Fire Department Representative Name (Print): _____

Signature: _____

REMINDER

1. A separate business registration application is necessary to submit for each business location.
2. Business license valid from March 16th to March 15th of next year. (if you register your business before March 16th, you will need to renew again by March 15th)
3. Renewal application submitted after March 15th, will include a \$10 annual late fee.
4. All fees roll over to the following year until paid in full.
5. Parking MUST be paid along with your renewal fee if applicable. If you are unsure if you need to pay for parking, please email: comdev@mesillanm.gov
6. Any business delinquent passed 30 days after the due date, could be subject to additional fines up to including license termination. Business would need to reapply as a new business if license is revoked.
7. First time applications MUST be filled out completely and submitted along with:
 - Copy of driver's license
 - Copy of current tax ID # registration
 - Landlord/Tenant Agreement if renting
 - Business Plan (what is your business is about and how you propose doing it)
 - All fees paid (to include any delinquent charges)
8. Renewals need only pay renewal fee and

For business regulations, see: <https://www.codepublishing.com/NM/Mesilla/>

OFFICIAL USE ONLY

RECEIPT #	PAYMENT DATE
CASE #	ZONING
PZHAC APPROVAL DATE	BUSINESS TYPE
SIGN PERMIT CASE #	RENEWAL DATE

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