



1800 Harlan Street
Edgewater, Colorado 80214
www.edgewaterco.com

TOBACCO RETAILER LICENSE SUBMITTAL REQUIREMENTS AND PROCESSING INFORMATION

Retail Tobacco Business means a person engaged primarily in the sale, manufacture, or promotion of tobacco, tobacco products, electronic smoking devices or accessories, either at wholesale or retail, and in which the sale, manufacture or promotion of other products is less than twenty-five percent (25%) of gross sales receipts. For purposes of enforcement of Article 14 of the Edgewater Municipal Code, a retail tobacco business shall also include a person engaged primarily in the sale or manufacture of hookah or shisha products and related smoking products, including but not limited to, any plant, or other organic matter packaged for smoking or held out as a smoking product, or any person engaged in the promotion of hookah or shisha smoking, sometimes referred to as a hookah bar, lounge or café.

New License

License Renewal

The following documents/information must be submitted as part of the Tobacco Retailer License application:

- Completed license application;
- Initial Application fee of \$25.00 and License fee of \$175.00 in cash or checks payable to the City of Edgewater;
Total fees: New License: **\$200.00**
 License Renewal: **\$175.00**
- Submit complete application and applicable fees to the City Clerk at 2401 Sheridan Boulevard, Edgewater, CO 80214

Applicant Name: _____

Trade Name of Establishment (doing business as): _____

Applicant Contact Name (please print): _____

Address of Premise Location:

Street Address	City	State	Zip Code
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Business Mailing Address (if different from Premise location):

Street Address	City	State	Zip Code
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Business Phone: _____ Emergency Phone: _____

Business Email Address: _____ Website Address: _____

State Sales Tax License No.: _____ FEIN No.: _____

Name of on-site manager for licensed premises: _____

Oath of Application		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge and belief. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Edgewater Municipal Code and all Rules and Regulations which govern my Tobacco Retailers License. I further acknowledge that it is my responsibility to provide the City with amendments to this application in the event that any information provided herein changes after the date of application.		
Authorized Signature	Printed Name and Title	Date