



## Business License Calculation Worksheet for New Businesses

If preferred, we can calculate the tax for your convenience:

- complete the application, except for the calculation
- enter the gross/contract income on line 1 of application
- email to [coliver@hardeevillesc.gov](mailto:coliver@hardeevillesc.gov)

1. What is your class? \_\_\_\_\_

Click <http://hardeevillesc.gov/DocumentCenter/View/5880/Business-License-Class-Schedule-MASC-Alpha-Current-PDF>

**Example: Contractors are 8.1**

2. Is your business headquartered in or out of the city? If it is out of city, \_\_\_\_\_  
make sure to use out of city rates on lines 4 & 5

3. Estimate annual gross income **OR** for “One Time Projects” enter contract \_\_\_\_\_  
Amount—also enter amount on line 1 of application. Submit a copy of the contract  
with the application.

4. initial Base Tax for your class—also enter amount on line 2 of application \_\_\_\_\_

Click <http://hardeevillesc.gov/DocumentCenter/View/8710/Classification-and-Rate-Schedule-Quick-Reference-Current-PDF>

**Example: For an out of city contractor--\$95.00**

5. Per One-Thousand Rate for your class--use same link from step 4. \_\_\_\_\_

If line 3 is less than \$100,00, skip to line 10

**Example: For a contractor out of city--\$3.00**

6. If line 3 is more than \$100,000, subtract \$100,000 from line 3 amount \_\_\_\_\_  
If not, skip to step 12

7. Divide line 6 by 1000 \_\_\_\_\_

8. Round amount on line 7 up to nearest whole number \_\_\_\_\_

9. Multiply figure on line 8 by amount on line 5—also enter on line 3 of application \_\_\_\_\_

10. Add lines 4 and 9 \_\_\_\_\_

11. Is line 10 more than \$50,000? If not, SKIP this step. If it is more than \$50,000 \_\_\_\_\_  
see the Tiered Reduction section of the Classification and Rate Schedule  
and add the credit on this line—also enter on line 6 of the application

12. Add any penalties, if applicable—also enter on line 4 of application \_\_\_\_\_

13. Add Life Safety inspection fee, if applicable for in city businesses—also enter on line \_\_\_\_\_  
5 of the application

14. Total of lines 10, 12 and 13 minus line 11—also enter on line 7 of the application \_\_\_\_\_