



# Town of McCandless

9955 Grubbs Road, Wexford, PA 15090  
Phone: 412-364-0616 Fax: 412-364-5066  
Web: [www.townofmccandless.org](http://www.townofmccandless.org)

## **BUSINESS REGISTRATION – CONTRACTORS**

*To be submitted to Business Tax Office prior to commencement of work with \$5 cash/check (made out to Town of McCandless) remittance fee for license*

### **CONTRACTOR INFORMATION:**

Business Name:

*Please indicate the name/contact information of the person that will be responsible for completing the tax return:*

Business Contact:

Telephone:

Email:

Mailing Address:

Federal ID #:

### **JOB INFORMATION:**

Construction Project Name:

Physical Location in McCandless:

Type of Operation: (check one)

Construction Manager\*  General Contractor\*  Subcontractor\*\*

\*Construction Manager/General Contractor – attach a schedule of all Subcontractors and their contact information.

\*\*If Subcontractor, indicate nature of work to be performed:

**START DATE:**

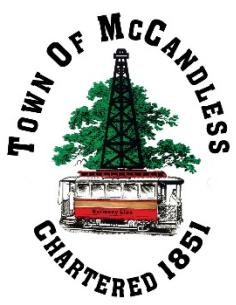
**EXPECTED COMPLETION DATE:**

The applicant certifies that the above information is complete and true and correct to the best of the applicant's knowledge and belief.

The applicant agrees to comply with the provisions of the Town of McCandless's Ordinances, Codes and Regulations, and all other applicable laws and regulation of Allegheny County, Commonwealth of Pennsylvania, and the United States, whether or not specified in this application.

Signature of Applicant:

Date:



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## Business Registration Information for Commercial Contractors

- Any commercial construction contractor (construction manager, general contractor, or subcontractor) operating in the Town of McCandless on any project lasting fifteen (15) days or more is considered a temporary business in the Town and is subject to the Business Privilege Tax.
- Each contractor must:
  - Complete the attached Business Registration Form and submit to the Business Tax Office prior to the commencement of work. A Business Privilege Tax License will be sent from this office upon receipt of the Business Registration Form.
  - File the Business Privilege Tax Return reporting the gross receipts from the project(s) and pay any tax due.
  - General Contractors or Construction Managers must submit a list of Subcontractors on the Project, along with their contact information, with their Business Registration. At the project conclusion, they must submit a schedule of the amounts paid to all subcontractors.

Please provide a copy of this information sheet and Business Registration Form to all subcontractors.

Please contact the Town of McCandless, Business Privilege Office, with any questions:

Judy Wagner, Tax Administrator  
[jwagner@townofmccandless.org](mailto:jwagner@townofmccandless.org)  
Phone: 412-364-0616 Ext. 127  
Fax: 412-364-5066