



**CITY OF SCOTTSDALE
HOME OCCUPATION EXEMPTION**

Customer Service Division	FOR OFFICE USE ONLY
Tax & License Registration	
Office location - 7447 E. Indian School Road, #110 Scottsdale, AZ 85251	Home Occupation Number: _____
Mailing Address - P.O. Box 1586 Scottsdale, AZ 85252-1586	Business, Occupational and Professional Number: _____
Telephone - (480) 312-2400	Copy to Customer Date: _____
Fax - (480) 312-4806	
Web - www.ScottsdaleAZ.gov/licenses	

Business Name: _____

Business Location: _____

Mailing Address (complete): _____

Applicant Name: _____

Business Phone: (____) _____ Home Phone: (____) _____

Describe Nature of Business: _____

I have read the information on the back of this page and affirm that the business I conduct out of my home is exempt as a home occupation. Also, I recognize that it is my responsibility to report any changes in my exempt status to the City of Scottsdale within 15 days of such change.

Date

Signature

Title

****See Reverse side for Requirements**

The following is a brief summary of the regulations for a home occupation exemption. It is intended for convenience only and does not replace the ordinance itself.

REQUIREMENTS

1. The home occupation must be secondary use of the dwelling unit and not alter the exterior of the building and not affect the residential character of the neighborhood.
2. No one outside the family residing in the dwelling unit may be employed in the home occupation.
3. No exterior display, no exterior storage, no sign and no other exterior indication of the home occupation is allowed.
4. No part of the carport or garage or accessory building may be used for the home occupation.
5. There shall be no commodity sold or exchanged upon the premises.
6. No mechanical equipment is allowed except that normally used for domestic, hobby, standard office or household purposes.
7. The home occupation shall not generate any inordinate pedestrian or vehicular traffic.

All other codes and ordinances of the City of Scottsdale must be adhered to.