

Trade License Renewal Form Sample

The **trade license renewal form sample** provides a clear template for businesses to update their licenses efficiently. It outlines the necessary information required for timely renewal and highlights the applicable late renewal penalty. This form ensures compliance and avoids legal complications by promoting prompt submission.

Business Information

License Number	<input type="text" value="Enter license number"/>
Business Name	<input type="text" value="Enter business name"/>
Owner Name	<input type="text" value="Enter owner name"/>
Registered Address	<input type="text" value="Enter registered address"/>
Contact Number	<input type="text" value="Enter contact number"/>
Email Address	<input type="text" value="Enter email address"/>

Renewal Details

Current License Expiry Date	<input type="text"/>
Renewal Period (Years)	<input type="text"/>
Renewal Fee	\$ <input type="text" value="Enter renewal fee"/>
Late Renewal Penalty	\$ <input type="text" value="Enter penalty amount"/> (Applicable if renewal is after expiry date)
Total Amount Payable	\$ <input type="text" value="Enter total amount"/>

Declaration

I hereby declare that the information provided above is accurate and complete to the best of my knowledge.

Authorized Signatory	<input type="text" value="Enter name"/>
Date	<input type="text"/>

Note: Late renewal submissions are subject to a penalty as per governing regulations. Ensure that you submit your renewal form before the expiry date to avoid additional charges.