



CITY OF PORTSMOUTH, NEW HAMPSHIRE  
OFFICE OF THE CITY CLERK

EMPLOYMENT LICENSE APPLICATION

**INSTRUCTIONS:** Please print or type all information clearly. Please ensure this application is signed when it is returned to the office along with the total payment due.

**APPLICANT INFORMATION**

Name of applicant: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ Bus. Tel.: \_\_\_\_\_

**FEE**

\$25.00 non-refundable annual fee

**CERTIFICATION**

I, the undersigned, have complied with NH RSA Chapter 274, provided all application information correctly, and have submitted with this application:

\_\_\_\_\_ \$25.00 fee

Signature/Date: \_\_\_\_\_ Print Name: \_\_\_\_\_

**State of New Hampshire, Title XXIII Labor, Chapter 274, Employment Offices**  
**274:3 Licenses.** – Licenses granted to keepers of intelligence offices shall be signed by the clerk of the city or town in which they are granted, and every such license shall be recorded by him in a book kept for that purpose, before being delivered to the licensee. Such license shall set forth the name of the person licensed, the nature of the business and the building or place in which it is to be carried on, and shall continue in force until May first next ensuing, unless sooner revoked.