



City of Northfield

Office of Housing / Zoning

1600 Shore Road – Northfield - New Jersey - 08225

(609)641-2832 Ext. 140

CERTIFICATE OF BUSINESS

BLOCK _____ LOT _____ ZONE _____ USE _____

New Business Name _____

Address _____

Previous Use of Property _____

Anticipated Opening Date _____ Square Footage _____

Applicant Name _____

Home Address _____

Phone Number _____

Owner Of Property _____

Phone Number _____

A NON-REFUNDABLE FEE OF \$65.00 TO BE PAID WHEN SUBMITTING APPLICATION.

This application does not guarantee the issuance of a Certificate of Business and/or Mercantile License, if applicable. You may be referred to the Planning/Zoning Board. A Non-Life Hazard inspection may be required before moving in. You must obtain appropriate building permits for all work to be done and change of signs at this location. All contractors must have a valid contractor's license.

DO NOT FILL OUT BELOW

FEE: \$65.00 CASH OR CHECK NUMBER _____

Certificate Of Business Approved: Yes _____ No _____ Date _____

Planning Board Approval: Required _____ Received _____ Not Needed _____

If required reason: _____ Article/Section _____

Mercantile License required: Yes _____ No _____

Date: _____

Zoning Office



City of Northfield

Office of Housing / Zoning

1600 Shore Road – Northfield - New Jersey - 08225
641-2832 Ext. 140

CERTIFICATE OF BUSINESS REQUIREMENTS

A NON-REFUNDABLE FEE OF \$65.00 TO BE PAID WHEN SUBMITTING APPLICATION

Complete and return the application for a Certificate of Business. The application can be picked up in person from the Building Department and can be found on our website at:

On a separate piece of paper, please complete the following:

1. Applicant's name, address and phone number.
2. Business address, unit number.
3. Detailed description of the business to be conducted.
4. Projected number of employees.
5. Hours of operation.
6. Parking requirements, parking spaced provided.
7. Any other important information. If retail, indicate type of items to be sold if not stated in #3.

Certain businesses must also apply for a Mercantile License from the City Clerk's Office.

Please refer to Chapter 220 of the Northfield. The code can be found on our City website <https://cityofnorthfield.org> and at <https://ecode360.com/8495044>.

The Mercantile License application can be picked up in person from the City Clerk's Office and can be found on our website at: https://www.cityofnorthfield.org/pdf/mercantile_app.pdf.