

New Holiday Sales License Requirements

- Fill out application and BCI (background check) and drop off both at the Smithfield Police Department for the Police Chief's signature
- Fill out Business Registration Form
- Copy of the Retail Sales Permit issued from RI Division of Taxation
- Cost of Holiday Sales License is \$50.00
- All tangible taxes must be current at time of application request
- Once all paperwork is received the new license will be placed on the Town Council agenda for approval (**please note:** all complete paperwork must be received in the Town Clerk's Office the Wednesday of the week before a Town Council Meeting by 12:00 p.m.)