



BUSINESS LICENSE OVERVIEW

The City of Colorado Springs licenses a limited selection of business types outlined in the chart below. Refer to the City Code listed next to each license type for complete information regarding the license requirements. The City Clerk’s Office website provides detailed information regarding these business license types, as well as Medical Marijuana and Liquor License applications and fee structure information. Business licenses are valid for one (1) year from date of issuance or renewal.

All business licenses must comply with [General Business Licensing Code §2.1.101 et. seq.](#), in addition to all applicable license specific City Code provisions.

License Type	Code	
Alarm Company \$110 license fee	2.3.4	<ul style="list-style-type: none"> • Certificate of Commercial General Liability, Workers’ Compensation and Employers’ Liability, and Automobile Liability Insurance with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
Bicycle-Share Business \$110 license fee	2.3.13	<ul style="list-style-type: none"> • Department Review Form • Certificate of Commercial General Liability, Workers’ Compensation and Employers’ Liability, and Automobile Liability Insurance with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
Concrete Contractor \$110 license fee	3.3.5	<ul style="list-style-type: none"> • \$5,000 Surety Bond on City approved bond form • Certificate of Commercial General Liability Insurance with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
Escort \$110 license fee \$7 background check	2.3.6	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Proof of Residency in Colorado for at least six (6) weeks • Background check • Supplemental Application • Lawful Presence Affidavit
Escort Bureau \$750 \$7 background check per managing agent	2.3.6	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Proof of Residency in Colorado for at least six (6) weeks • Background check • Supplemental Application • Department Review Form • Lawful Presence Affidavit, if a sole proprietor • Trade Name Certificate and/or Certificate of Good Standing, if applicable
Escort Bureau Runner \$110 license fee \$7 background check	2.3.6	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Proof of Residency in Colorado for at least six (6) weeks • Background check • Supplemental Application • Lawful Presence Affidavit
Excavation \$110 license fee	3.3.2	<ul style="list-style-type: none"> • \$5,000 Surety Bond on City approved bond form • Certificate of Commercial General Liability Insurance with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)

License Type	Code	
Funeral Escort Agency \$110 license fee	2.3.11	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Certificate of Commercial General Liability, Workers' Compensation and Employers' Liability, and Automobile Liability Insurance with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
Funeral Escort Officer \$110 license fee \$7 background check	2.3.11	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Valid Colorado Driver's License • Background check • Lawful Presence Affidavit
Mobile Food Vendor \$110 license fee	2.3.7	<ul style="list-style-type: none"> • Department Review Form • Lawful Presence Affidavit • Certificate of Good Standing and Trade Name Certificate (if applicable)
Pawnbroker \$110 license fee \$7 background check per managing agent	2.3.8	<ul style="list-style-type: none"> • \$2,000 Surety Bond • Department Review Form • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
Pedal-Cab Agency \$110 license fee	2.3.12	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Valid Colorado Driver's License • Certificate of Commercial General Liability, Workers' Compensation and Employers' Liability, and Bodily Injury Insurance with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
Pedal-Cab Driver \$110 license fee \$7 background check	2.3.12	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Valid Colorado Driver's License • Certificate of Bodily Injury Insurance with the City named as Certificate Holder (proof of coverage may be obtained through a pedal-cab agency) • Lawful Presence Affidavit • Certificate of Good Standing and Trade Name Certificate (if applicable)
Contract Security Agency \$110 license fee	2.3.2	<ul style="list-style-type: none"> • Proof of age over eighteen (18) • Color images of uniforms and vehicles • Certificate of Commercial General Liability, Workers' Compensation and Employers' Liability, and Automobile Liability Insurance with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
Private Security Officer \$110 license fee \$7 background check	2.3.2	<ul style="list-style-type: none"> • Background check • Proof of age over eighteen (18) • Supplemental Application • Lawful Presence Affidavit • Request for Issuance from employer • Certificate of Completion from Security Officer Training Program • Certificate of Completion of a Firearm Safety and Familiarization Course, if applicable, and Certificate of Concealed Carry Training Course if applicable • Certificate of Completion of an approved Conductive Energy Weapon (CEW) Safety Familiarization Training Program, if applicable • Certificate for any applicable supplemental training
Sexually Oriented Business \$500 license fee \$75 manager registration \$7 background check per managing agent	2.4.1	<ul style="list-style-type: none"> • Background check • Proof of age over eighteen (18) • Department Review Form • Supplemental Application • Business diagram, as outlined in Supplemental Application • Manager's Registration Form, as outlined in Supplemental Application • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)
General or Limited Tree Service \$110 license fee	2.3.3	<ul style="list-style-type: none"> • Certificate of Commercial General Liability, Workers' Compensation and Employers' Liability with the City named as Certificate Holder • Lawful Presence Affidavit, if a sole proprietor • Certificate of Good Standing and Trade Name Certificate (if applicable)