



**CITY OF NEWPORT
DEPARTMENT OF FINANCE & ADMINISTRATION
LICENSE DIVISION**

CN-13

**FINAL RETURN FOR
GENERAL CONTRACTORS**

BUSINESS NAME

1. Total Newport Gross Receipts
from projects in Newport _____

2. Total Receipts Paid to Sub-
Contractors _____

3. Adjusted Gross Receipts
(Subtract item 2 from item 1) _____

4. Total License Fee Due
(Multiply Line 3 by .0035) _____

5. License Fees Paid at time of Application _____

6. Additional License Fee Due
(Subtract Line 5 from Line 4) _____

7. Amount of overpayment
(Subtract line 4 from line 5) _____

PAY THE AMOUNT SHOWN IN LINE 6

**IF A REFUND IS DUE, PLEASE INCLUDE A LETTER REQUESTING THE
AMOUNT OF OVERPAYMENT.**

SIGNATURE

DATE

Form **CN-13** is a specialized reporting form that is designed to be used by contractors who fit the following criteria:

- (1) They do not have a permanent office location in Newport.
- (2) They do not work in the city on a regular annual basis.
- (3) At the time of initial application they made an estimated payment to the City based on the estimated amount of their contracts in the City. This payment had to be greater than the \$75.00 minimum payment.
- (4) Their work under declared contracts in the City is completed and they do not anticipate any work in the near future. This form should be filed within 30 days after the project is completed.

It is **not** to be used for the annual renewal of any Occupational License. To renew an existing license go to **Form CN-16**.

If you have any questions about the appropriate use of this form, call the License Division at (859) 292-3660.