



How to
Associate an Activity
License, a Trade License
or Apply for an Activity
License



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Associating a CAL



Home

If you have an existing **Activity License**, please click "Associate an Activity License" to connect it to your account. If you do not have an Activity License, please click "Register for a New Activity License."

To associate an existing **Trade License** with your account, you will need the online identification number which is listed on your renewal invoice. **IMPORTANT: Licenses are not available for renewal until 45 days prior to expiration.** Contact [Licenses & Inspections](#) or call 311 (215-686-8686) if you have not received an invoice. For assistance, please click [here](#).

ACTIVITY LICENSES

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Associating a CAL cont'd.

Welcome Tomeka Seigler City of Philadelphia | Mayor's Office | City Council | Courts | District Attorney | Sheriff

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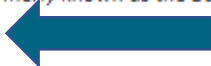
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Associate Existing Activity License

CHOOSE ACTIVITY LICENSE TYPE

*Please select the appropriate Activity License below. If you do not know which option to choose, please [click here for assistance](#).
Commercial Activity is the most common and was formerly known as the Business Privilege License (BPL).*


Activity License Types:

- Commercial Activity 
- Non-Profit Activity
- 2-4 Unit Owner-Occupied Housing

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Associating a CAL cont'd.



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Associate Existing Commercial Activity License

Please enter your account information below. If you do not know your Tax ID Number, you can find it at the bottom of your invoice under the "Business Tax" heading. If you do not know your Commercial Activity License number, you can perform a search by your Business Name [here](#). If you are not sure what numbers to use, please [click here for assistance](#). Note that the Activity License number is **NOT** your Business License number.

* City of Philadelphia Tax Account Number: ←

* Existing Activity License Number: ←

* Federal Employer Identification Number (FEIN):
(without dashes)

Or

* Social Security Number (SSN):
(without dashes)

→ Relate Activity License

Associating a Non-Profit Activity License

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Associate Existing Activity License

CHOOSE ACTIVITY LICENSE TYPE

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- Activity License Types:
- Commercial Activity
 - Non-Profit Activity
 - 2-4 Unit Owner-Occupied Housing


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Associating a Non-Profit Activity License cont'd.

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Associate Existing Activity License

Please enter your account information below. If you do not know your Tax ID Number, you can find it at the bottom of your invoice under the "Business Tax" heading. If you do not know your Commercial Activity License number, you can perform a search by your Business Name [here](#). If you are not sure what numbers to use, please [click here for assistance](#). Note that the Activity License number is **NOT** your Business License number.


Online Identifier: 

I do not have an Online Identifier:

*Federal Employer Identification Number (FEIN): 
(without dashes)

Or


*Social Security Number (SSN):

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Associating a Non-Profit Activity License cont'd.


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Associate Existing Activity License

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Online Identifier:


I do not have an Online Identifier:

* Existing Activity License Number: 

* Federal Employer Identification Number (FEIN):
(without dashes)

Or

* Social Security Number (SSN):
(without dashes)

 [Relate Activity License](#)

Associating a 2-4 Unit Activity License

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Associate Existing Activity License


CHOOSE ACTIVITY LICENSE TYPE

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Commercial Activity is the most common and was formerly known as the Business Privilege License (BPL).*

- Activity License Types:
- Commercial Activity
 - Non-Profit Activity
 - 2-4 Unit Owner-Occupied Housing



Associating a 2-4 Unit Activity License cont'd.




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Online Identifier: 

I do not have an Online Identifier:


* Federal Employer Identification Number (FEIN):
(without dashes)

Or

* Social Security Number (SSN):
(without dashes)

 Relate Activity License

Associating a 2-4 Unit Activity License cont'd.

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Or 

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 [Relate Activity License](#)

Associating a Trade License



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TRADE LICENSES

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- ➔ [Associate a Trade License](#)



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Associating a Trade License cont'd.



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Associating a Trade License cont'd.

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*Trade License Number:

*Online Identifier:

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Applying for an Activity License



Home

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Applying for an Activity License cont'd.

The application explains
the purpose of the
license.



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 **Activity License Application** (Draft)

ACTIVITY LICENSE APPLICATION.

*An Activity License is needed to conduct business within Philadelphia. It was formerly known as the Business Privilege License. Prior to applying for any additional business licenses in the City of Philadelphia, you will first need to obtain an Activity License. There are three types of Activity Licenses that you will need to select from on the next page: **Commercial, Non-Profit and 2-4 Unit Owner-Occupied Housing.***


*A **Commercial Activity License** is required for most businesses operating in Philadelphia. This includes businesses that are located outside the city limits but do some or all of their business activity in the City. Prior to obtaining this license, you will need City of Philadelphia Tax Account Number and a Federal Employer Identification Number, or if you do not have employees and are a sole proprietor, a Social Security Number.*

*If you are a registered nonprofit organization, you will apply for a **Non-Profit Activity** license. Please note that you are required to provide proof of nonprofit status before obtaining this license.*


*If the only business you are engaged in is renting 1-3 units in a property that you live in, then you will select the **2-4 Unit Owner-Occupied Housing** license on the next page.*

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Applying for an Activity License cont'd.

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 **Activity License Application** BA-2018-067848 (Draft)

BUSINESS OWNERSHIP

* Licensee Type: Individual Company

OWNERSHIP INFORMATION

(use my information)


* First Name:

Middle Name:

* Last Name:

Birth Date:

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Applying for an Activity License cont'd.

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 **Activity License Application** BA-2018-067848 (Draft)

TAX INFORMATION

* City of Philadelphia Tax Account Number:

* Social Security Number (SSN):
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