



# Business License Instructions:

## License Renewal Applications – Fee Calculations (Section 4)

### Section 4: Business License Fee Calculations

Subtract any authorized deductions (from Section 3) from your gross revenue (or, for New Businesses, from revenues shown on Line 7 in Section 2). Find the resulting revenue below. Calculate the fee on each applicable line of the ranges below. Add the amounts together and put on the “Total” line. Construction contractors: If you are located in unincorporated Richland County AND perform work outside Richland County, Section 4 is only for revenue from work performed inside Richland County. Section 5 is for work performed outside Richland County.

	<u>Revenue</u>	<u>Fee Calculation: Rate Class</u> <span style="background-color: yellow;">«Rate»</span>	<u>Fee Due</u>	
\$ 0.00	\$2,000.00	\$ <span style="background-color: yellow;">«BaseRate»</span> on first \$2,000	Line 1: \$ <span style="background-color: yellow;">«BaseRate»</span>	+
\$ 2,000.01	\$1,000,000.00	\$ <span style="background-color: yellow;">«Incr Rate»</span> per \$1,000 or part	Line 2: \$ _____	+
\$1,000,000.01	\$2,000,000.00	95% of rate per \$1,000 or part	Line 3: \$ _____	+
\$2,000,000.01	\$3,000,000.00	90% of rate per \$1,000 or part	Line 4: \$ _____	+
\$3,000,000.01	\$4,000,000.00	85% of rate per \$1,000 or part	Line 5: \$ _____	+
\$4,000,000.01	\$5,000,000.00	80% of rate per \$1,000 or part	Line 6: \$ _____	+
\$5,000,000.01	\$6,000,000.00	75% of rate per \$1,000 or part	Line 7: \$ _____	+
\$6,000,000.01	\$7,000,000.00	70% of rate per \$1,000 or part	Line 8: \$ _____	+
\$7,000,000.01	\$8,000,000.00	65% of rate per \$1,000 or part	Line 9: \$ _____	+
\$8,000,000.01	\$9,000,000.00	60% of rate per \$1,000 or part	Line 10: \$ _____	+
\$9,000,000.01	\$10,000,000.00	55% of rate per \$1,000 or part	Line 11: \$ _____	+
Revenue over	\$10,000,000.01	50% of rate per \$1,000 or part	Line 12: \$ _____	=
			<b>TOTAL*:</b> \$ _____	

\*Put this number on Page 1, Line 5.

- **Note To Construction Contractors:** If your business
  - (1) is a construction contractor,
  - (2) is located in unincorporated Richland County, and
  - (3) performs work outside of Richland County,
 then complete this Section 4 based upon the revenue from (1) *all* work performed within the *unincorporated* areas of Richland County **and** (2) all work performed outside Richland County for which a business license was *paid*.

**RICHLAND COUNTY GOVERNMENT  
COMMUNITY PLANNING & DEVELOPMENT  
BUSINESS SERVICE CENTER**

2020 Hampton Street, Suite 1050, P.O. Box 192, Columbia SC 29202  
T 803-576-2287 | F 803-576-2289 | TDD 803-576-2045  
bsc@richlandcountysc.gov | richlandcountysc.gov/bsc



**Line 1:** This line shows the base rate, which is the business license fee on the first \$2,000 of revenue, for the business.

**Line 2:** If the business' gross revenue does not exceed \$1 million, subtract \$2,000 from the gross revenue (after deductions), divide by 1,000, round up to the nearest whole number, and multiply by the rate shown. For every \$1,000 – or fraction of \$1,000 – up to a million dollars, this rate applies. Write the result on Line 2.

**Example:** Assume a business' gross income (after authorized deductions) is \$752,819.23. Assume the rate is \$26.00 on the first \$2,000, and \$1.20 on every \$1,000 (or fraction thereof) after \$2,000.

- On the first \$2,000, the Fee Due will be \$26.00
- To find out how much is due on the remaining revenue in this example: take the steps shown below:
  1.  $\$752,819.23 - \$2,000 = \$750,819.23 / 1,000 = 750.81923$
  2. Round the answer up to the nearest whole number = 751
  3. Multiply 751 by the rate per \$1,000 (\$1.20) = \$901.20
  4. Write the number \$901.20 on the second line.

**Lines 3 – 12:** These lines calculate the fee for *each* million dollars of revenue above one million. For revenue above \$1,000,000.00 and up to \$2,000,000, calculate the fee in the same manner as Line 2 but at 95% of the rate shown in the *second* line in the Fee Calculation column. Continue on each line of the declining rate until all revenue has been included.

**Example:** Assume a business' gross income (after deductions) is \$7,528,192.30. Assume the rate is \$26.00 on the first \$2,000, and \$1.20 on every \$1,000 (or fraction thereof) after \$2,000.

1. **Line 1:** On the first \$2,000, the Fee Due will be \$26.00

To find out how much is due on the remaining revenue in this example: take the steps shown below:

2. **Line 2:** \$1 million - \$2,000 = 998,000 / 1,000 = 998 times 1.20 times 1.00 = \$1,197.60
3. **For Line 3:** \$2 million - \$1 million = \$1 million / 1,000 = 1,000 x 1.20 x .95 = \$1,140.00
4. **For Line 4:** \$3 million - \$2 million = \$1 million / 1,000 = 1,000 x 1.20 x .90 = \$1,080.00
5. **For Line 5:** \$4 million - \$3 million = \$1 million / 1,000 = 1,000 x 1.20 x .85 = \$1,020.00
6. **For Line 6:** \$5 million - \$4 million = \$1 million / 1,000 = 1,000 x 1.20 x .80 = \$960.00
7. **For Line 7:** \$6 million - \$5 million = \$1 million / 1,000 = 1,000 x 1.20 x .75 = \$900.00
8. **For Line 8:** \$7 million - \$6 million = \$1 million / 1,000 = 1,000 x 1.20 x .70 = \$840.00
9. **For Line 9:** \$7,528,192.30 - \$7 million = \$528,192.30 / 1,000 = 528.19230  
Round up to the nearest whole number = 529 times 1.20 times .65 = \$412.62

**Total:** Add the fees in each line, starting with Line 1, to get the Total license fee and write this number on the TOTAL line. This number should also be put on Line 5 of Page 1.

**RICHLAND COUNTY GOVERNMENT  
COMMUNITY PLANNING & DEVELOPMENT  
BUSINESS SERVICE CENTER**

2020 Hampton Street, Suite 1050, P.O. Box 192, Columbia SC 29202  
T 803-576-2287 | F 803-576-2289 | TDD 803-576-2045  
bsc@richlandcountysc.gov | richlandcountysc.gov/bsc



In the example above, the Total Fee Due would equal  $26 + 1,197.60 + \$1,140 + \$1,080 + \$1,020 + \$960 + \$900 + \$840 + \$412.62 = \$7,576.22$

Thank you for reading and following these instructions. Thank you also for your business; your business helps Richland County be a great place to live, work, and visit.