

City of Oneida — Business Directory Application

Instructions: Complete all required fields. Attach one (1) high-quality photo under 1 MB. Photos that require resizing by the City or appear distorted will not be accepted.

Applicant Information

Applicant Name (primary contact): _____

Title/Role (optional): _____

Phone Number: _____

Email Address: _____

Business / Organization / Service Provider Details

Business/Organization/Service Name: _____

Street Address: _____

City: _____

State: _____

ZIP: _____

Main Phone (public): _____

Public Email (for directory): _____

Online Presence (Copy and Paste URL)

Website:

Facebook:

Instagram:

Photo Requirement (Read & Acknowledge)

- Submit one (1) high-quality photo of your business/organization/service smaller than 1 MB.
- Do not submit screenshots, collages, or images that are pixelated, stretched, or distorted.
- Any photo that needs to be resized by the City or appears distorted will not be accepted.

The City reserves the right to review and reject any photo that is deemed inappropriate, offensive, or inconsistent with community standards (e.g., violent, discriminatory, or sexual content).

Publication Consent & Accuracy Statement

By signing below, I certify that the information provided is accurate and that I am authorized to submit it for inclusion in the City of Oneida Business Directory. I grant the City permission to publish the business/organization name, address, phone number, email, and the URLs provided above, as well as the submitted photo, on City-managed platforms.

Applicant Signature: _____ Date: _____

Printed Name: _____

Internal Use (City Staff)

Date Received: _____

Verified by: _____

Photo meets specs (<1 MB, undistorted): Yes ☐ No ☐ _____

Posted to Directory on: _____

Notes: _____

Eligibility Requirements

- Businesses must be physically located within the City of Oneida.
- Applicants must hold all required City, County, State, or Federal licenses or permits applicable to their operations.
- Businesses must be registered or incorporated under the appropriate business structure (for example, LLC, corporation, partnership, or sole proprietorship with DBA registration).
- Home-based or informal operations that are not licensed or registered (for example, home daycare services, private resale activity, or personal ventures) are not eligible for listing.

Email to: slapera@oneidacityny.gov

Sandy LaPera-City Clerk

Reminder: Submissions without a compliant photo will not be posted.