NOTICE TO CONTRACTORS

CAMPBELL COUNTY/HIGHLAND HEIGHTS

OCCUPATIONAL LICENSE/TAX

You are responsible for obtaining any required licenses from Campbell County or the City of Highland Heights for work performed under contract with Northern Kentucky University. You are advised to check with these governmental entities to determine if you are subject to taxation as well.

Northern Kentucky University does not administer the business license or collect this tax. It is the contractor’s liability. The University annually copies Campbell County/Highland Heights with the information we are required to furnish to the IRS. The report provided and our notification to contractors that they are subject to the licensing and taxing requirements is the sum-total of the University’s involvement with the process.