

Account/Map No.

COMMONWEALTH OF VIRGINIA
COUNTY OF CHARLES CITY

Commissioner of the Revenue's Office
10780 Courthouse Road
P. O. Box 7
Charles City, VA 23030
Telephone (804) 652-2161
Fax (804) 829-6228
Email: Dsmith@co.charles-city.va.us
Website: www.co.charles-city.va.us



2021 NEW BUSINESS PERMIT APPLICATION

Pursuant to County Code Sections 23-273 through 23-279, businesses **located** in Charles City County are required to annually apply for a business permit and pay the **\$30 fee** by January 31st of each year. Please note an **approved Zoning Permit, issued by the Community Development Department** must be submitted with the **initial** Business Permit Application. Business Personal Property Returns are Due May 1, 2021.

Legal Name of Business:		Federal ID# or Social Security Number	
Type of Business (circle one):	Individual	Corporation	Partnership
Name of Corporate Officer/Partner/Owner:			
Mailing Address:			
Physical Address of Business:			
Date Applicant Began Business in Charles City County:			
Detailed Description of All Business Activities:			
Business Phone:	Alternate Phone:	Fax:	
Email:		Website:	
Authorized Signature, Printed Name & Title of Person Completing Form			
_____ / _____ / _____ / _____			
Signature	Printed Name	Title	Date
<i>I do hereby certify I/we have complied with of the requirements of Charles City County Code, (1) The information included and attached is to the best of my knowledge, is complete and correct, (2) I understand the limits of this Business Permit, (3) I am the owner and/or member, partner, executive officer, or other person specifically authorized in writing to sign.</i>			
2021 – CHARLES CITY COUNTY– 2021			
Business Name:		Account No./ Map#:	
		Zoning Permit #:	
Address:		Permit Beginning Date/Expiration Date	
		/January 31, 2022	
Approved By:		DATE ISSUED/PAID	
Commissioner of the Revenue's Office			

Renewal date is by January 31, 2022