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

2016 RENEWAL 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 RENEWAL business permit and pay the $30 fee. The permit must be renewed on or before February 1, 2016 or Pay a 10%, $3.00 Penalty. Business Personal Property Return Due May 1, 2016.

Legal Name of Business:			**Federal ID# or Social Security Number**
Type of Business (circle one):	**Individual**	**Corporation**	**Partnership** **LLC**
Name of Corporate Officer/Partner/Owner:			
Mailing Address:			
Physical Address of Business:			
Detailed Description of All Business Activities:			
Business Phone:	**Alternate Phone:**		**Fax:**
Email:		**Website:**	
HAS THIS BUSINESS CLOSED/MOVED?	**Yes**____	IF YES, DATE BUSINESS CLOSED/MOVED_____ & NEW LOCATION	

Authorized Signature, Printed Name & Title of Person Completing Form

_____/_____ /_____/_____

Signature **Printed Name** **Title** **Date**

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.

2016 – CHARLES CITY COUNTY– 2016

BUSINESS PERMIT

Business Name:	**Account No./ Map#:** **Zoning Permit #:**
Address:	**Permit Beginning Date/Expiration Date** **/January 31, 2017**
Approved By: ***Commissioner of the Revenue's Office***	**DATE ISSUED/PAID**

Renewal date is by January 31, 2017