

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



2018 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 January 31, 2018 or Pay a 10%, \$3.00 Penalty. Business Personal Property Return Due May 1, 2018.

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:			
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>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>			
2018 – CHARLES CITY COUNTY – 2018 BUSINESS PERMIT			
Business Name:		Account No./ Map#:	
		Zoning Permit #:	
Address:		Permit Beginning Date/Expiration Date	
Date Applicant Began Business in Charles City County:		/January 31, 2019	
Approved By:		DATE ISSUED/PAID	
Commissioner of the Revenue's Office			

Renewal date is by January 31, 2019