



NEW BUSINESS LICENSE APPLICATION

Laura M. Ecmovic
 COMMISSIONER OF REVENUE
 P.O. BOX 99
 NEW KENT, VIRGINIA 23124
 PHONE (804) 966 – 9610
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| | | |
|--|-----------------|--|
| TYPE OF OWNERSHIP: | TAX YEAR | |
| <input type="checkbox"/> SOLE PROPRIETOR <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION <input type="checkbox"/> LLC <input type="checkbox"/> OTHER | | |

| | | |
|--|--|--|
| TYPE OF BUSINESS: | | |
| <input type="checkbox"/> CONTRACTOR/.0012 | <input type="checkbox"/> RETAIL SALES/.0015 | <input type="checkbox"/> REPAIRS, PERSONAL, BUSINESS & OTHER SERVICES / .0027 |
| <input type="checkbox"/> WHOLESALE/.0004 | <input type="checkbox"/> UTILITY / .0042 | <input type="checkbox"/> FINANCIAL, REAL ESTATE & PROFESSIONAL SERVICE / .0044 |
| <input type="checkbox"/> MISC. LICENSE/.0027: DESCRIBE BUSINESS ACTIVITY | <input type="checkbox"/> EXEMPT: ATTACH PROOF OF TAX EXEMPT STATUS | <input type="checkbox"/> CHILDCARE/.0027 |

BUSINESS INFORMATION:
 BUSINESS/OWNER NAME: (ENTER NAME AS FILED WITH STATE CORPORATION COMMISSION IF CORP OR LLC)

| | | |
|--------------|--|--|
| FED ID (EIN) | SSN# (SOLE PROPRIETOR OR PARTNERSHIP) | SSN# (SOLE PROPRIETOR OR PARTNERSHIP) |
|--------------|--|--|

TRADE NAME:

| | | | |
|-------------------|------|-------|-----|
| MAILING ADDRESS: | CITY | STATE | ZIP |
| PHYSICAL ADDRESS: | CITY | STATE | ZIP |

| | | |
|--------------|-------|---------|
| CONTACT NAME | PHONE | |
| FAX | EMAIL | WEBSITE |

| | |
|------------|--------------------------|
| START DATE | SALES TAX REGISTRATION # |
|------------|--------------------------|

VIRGINIA STATE SALES TAX REGISTRATION #- WHEN REPORTING SALES TAX EACH MONTH TO THE DEPARTMENT OF TAXATION USE NEW KENT COUNTY'S LOCALITY CODE 51127. THIS INFORMATION IS USED TO ALLOCATE LOCAL SALES REVENUE TO THE PHYSICAL LOCATION OF YOUR BUSINESS

| | |
|--|------------|
| VA CONTRACTORS, ARCHITECT OR ENGINEER LICENSE: | EXPIRATION |
|--|------------|

| | | | |
|---------------------------------|---|-------------|----------------|
| ESTIMATED GROSS RECEIPTS | | RATE | TAX DUE |
| \$ | X | . | \$ |

GROSS UNDER \$10,000= \$0 TAX DUE – GROSS OVER \$10,000 MINIMUM LICENSE \$30.00

I, THE UNDERSIGNED APPLICANT DO SWEAR (OR AFFIRM), THAT THE FOREGOING FIGURED AND STATEMENTS ARE TRUE FULL AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THAT I UNDERSTAND THE LIMITS OF THIS LICENSE.

| | |
|--------------------------------|------|
| AUTHORIZED SIGNATURE AND TITLE | DATE |
|--------------------------------|------|

| | | |
|------------------------------|------|--------------------------|
| OFFICE USE ONLY | GPIN | ZONING PERMIT: CZ- |
| FICTICIOUS NAME CERTIFICATE: | | CONTRACTOR CERTIFICATION |
| Y N NA | | Y N NA |
| | | WORKMANS COMP: |
| | | Y N NA |

I, the Commissioner of Revenue of the County of New Kent, Virginia, do find the foregoing application in due form. Therefore, pursuant to the License Tax Ordinance of the county of New Kent, Virginia, this license is severally granted to the above named applicant to prosecute the business, employment or profession covered by the foregoing application as indicated hereon, at the above named definite location for the period indicated. This license, however, shall not be valid or have any legal effect unless and until the taxes (penalties and interest) prescribed by said ordinance are paid to the treasurer of New Kent County, and does not permit the license to prosecute any business, profession or occupation in violation of any New Kent County Ordinance, State or Federal law.

 Signature of Commissioner of the Revenue, his deputy or other designated official

Business License _____ Payment Amount Received _____ Payment Method _____

NEW BUSINESS FORM CHECKLIST

| | |
|---|--|
| NEW BUSINESS LICENSE APPLICATION | |
| CERTIFICATION OF ZONING | ALL NEW BUSINESSES WITH PHYSICAL LOCATION IN NEW KENT COUNTY |
| CERTIFICATE OF ASSUMED OR FICTITIOUS NAME | Applicant must submit this form to New Kent County Circuit Court if business name is different from applicant's legal name and business has not already registered with the State Corporation Commission, a certified copy must be presented with business license application |
| CERTIFICATION OF WORKMAN'S COMPENSATION | CONTRACTORS ONLY : FORM 61A STATE REQUIRED FORM VA CODE 54.1-1111 |
| CONTRACTOR, ENGINEER & ARCHITECT AFFIDAVIT | CONTRACTORS, ENGINEERS, ARCHITECTS ONLY; VA CODES 54.1-1111 & 54.1-410.1 |

FOR DETAILED INFORMATION, SEE THE LICENSE TAX ORDINANCE OF THE NEW KENT COUNTY CODE 66, ARTICLE VI BUSINESS LICENSE TAXES

DEFINITIONS

- GROSS RECEIPTS:** The whole, entire, total receipts, without deduction, except as provided by law. For the purpose of this license are based on the calendar year, January 1 through December 31.
- CONTRACTOR:** Any person, firm or corporation accepting or offering to accept orders or contracts for doing any work on or in any building or structure, requiring the use of paint, stone, brick, mortar, wood, cement, structural iron or steel, sheet iron, galvanized iron, metallic piping, tin, lead or other metal or any other building material; Accepting or offering to accept contracts to do any paving, curbing or any other work on sidewalks, street, alleys, or highways, or public or private property, using asphalt, brick, stone, cement, concrete, wood or any composition; Accepting or offering to accept an order for or contract to excavate earth rock, or other material for foundation or any other purpose or for cutting, trimming or maintaining rights-of-way; Accepting or offering to accept an order or contract to construct any sewer of stone, brick, terra cotta or any other material; Accepting or offering to accept orders or contracts for doing any work on or in any building or premises involving the erecting, installing, altering, repairing, servicing, or maintaining, electric wiring devices or appliances, permanently connected to such wiring, or the erecting, repairing or maintaining of lines for the transmission or distribution of electric light and power; or engaging in the business of plumbing and steam fitting.
- RETAIL SALE:** Sale of goods, wares and merchandise for use or consumption by purchaser for any purpose other than resale by the purchaser, but does not include sales at wholesale to institutional, commercial and industrial users which are classified as wholesale sales.
- WHOLESALE:** Sale of goods, wares and merchandise for resale by the purchaser, including sales when the goods, wares or merchandise will be incorporated into goods for sale, and also includes sales to institutional, commercial, industrial and governmental users which because of the facts and circumstances surrounding the sales, such as quantity, price or other terms, indicate that they are consistent with the sales at wholesale.
- SERVICE:** Things purchased by a customer which do not have physical characteristics, or which are not goods, wares, or merchandise. Child care is classified as a service. However, they must declare
- FINANCIAL SERVICE:** The buying, selling, handling, managing, and investing regarding money, credit, securities or other investments for others as well as providing advice to others on such matters.
- REAL ESTATE SERVICE:** Providing a service for others with respect to the purchase, sale, lease, rental or appraisal of real property.
- PROFESSIONAL SERVICE:** The service performed by architects, attorneys-at-law, certified public accountants, dentists, engineers, land surveyors, surgeons, veterinarians, and practitioners of the healing arts (the arts and sciences dealing with the prevention, diagnosis, treatment and cure or alleviation of human physical or mental ailments, conditions, diseases, pain or infirmities) and such occupation as listed in the BPOL guidelines. The word "profession" implies attainments in the professional knowledge as distinguished from mere skill, and the application of knowledge to use for others rather than for personal profit.