



**Philip J. Kellam  
Commissioner of the Revenue**



**City of Virginia Beach 2019 Business License**

NAICS	RATE DESCRIPTION	GROSS RECEIPTS	TAX	AMOUNT PAID

<b>RETURN WITH PAYMENT BY March 01, 2019</b>			<b>CHECKS MADE PAYABLE TO: City of Virginia Beach</b>	
<b>PENALTY DUE</b>	<b>INTEREST DUE</b>	<b>AMOUNT DUE</b>	<b>AMOUNT PAID</b>	<b>TOTAL DUE</b>
<b>2016 OWE (CREDIT)</b>	<b>2017 OWE (CREDIT)</b>	<b>2018 OWE (CREDIT)</b>	Please include any prior amounts due with your payment	
Please direct questions to the Commissioner of the Revenue at 757.385.4515 or <a href="mailto:business@VBGov.com">business@VBGov.com</a>				

**LICENSE RENEWAL INSTRUCTIONS**

Payments are due on or before March 01, 2019. The 2019 license year is January 1 through December 31, 2019. The 2019 license tax is based on:

- Gross receipts (gross purchases for wholesale businesses) for business from January 1 through December 31, 2018.
- Estimated gross receipts for calendar year 2019 if business operation commenced after January 1, 2018.
- A flat rate, if previously qualified by the Commissioner of the Revenue.

***Gross Receipts means the whole, entire, total receipts of money or other consideration received by the taxpayer as a result of transactions with others.\****

*Payments received after March 01, 2019, are subject to penalty and interest.*

*Have you closed or sold your business? Please notify the commissioner's office in writing of the date closed or sold: the new owner and your current physical and mailing addresses.\*\**

*Please complete the business updates on the reverse of this form.\*\*\**

\*-This information is required under Chapter 18, Section 2 of the Code of Virginia Beach and Title 58.1-3700 et. seq. of the Code of Virginia.

\*\* -This information is required under Chapter 18, Section 26 of the Code of Virginia Beach and Title 58.1-3700 et. seq. of the Code of Virginia.

\*\*\*-This information is required under Chapter 18, Section 5 of the Code of Virginia Beach and Title 58.1-3700 et. seq. of the Code of Virginia.

**BUSINESS UPDATES**  
(Include attachments if more space is necessary.)

The **NAME** of the **CORPORATION, LLC, PARTNERSHIP, or SOLE PROPRIETORSHIP** is:

\_\_\_\_\_

**Trade Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

The **NAME(S)** and **HOME ADDRESS(ES)** of the **DIRECTOR(S), OFFICER(S), MEMBER(S)** or **PARTNER(S)** are:

Director     President     Member     Partner

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Director     President     Member     Partner

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Director     President     Member     Partner

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Director     President     Member     Partner

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

The **REGISTERED AGENT** and **OFFICE ADDRESS** is:

\_\_\_\_\_

\_\_\_\_\_

**FEDERAL ID** or  **SOCIAL SECURITY NUMBER:** \_\_\_\_\_

**Are you a United States Citizen?**  YES  NO

*If no, please attach citizen documentation that allows you to work in the United States.*

**By completing this form I so swear (or affirm) that the forgoing figures and statements are true, full and correct to the best of my knowledge.**

**Signature:** \_\_\_\_\_

**Print:** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Thank you for your cooperation.

**OFFICE USE ONLY:**