



# Commissioner of the Revenue



City Hall  
Virginia Beach, VA 23456-9002

Philip J. Kellam  
Commissioner

VBgov.com/cor

## AFFIDAVIT

This day, \_\_\_\_\_ personally appeared before me and after being duly sworn made an oath that:

I am an officer, member or owner of \_\_\_\_\_, a contracting business operating within the City of Virginia Beach, and I will adhere and comply with the Code of Virginia § 54.1-1111 as outlined below.

§ 54.1-1111. Prerequisites to obtaining business license; building, etc., permit.

A. Any person applying to the building inspector or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such inspector or authority that he is duly licensed or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement, supported by an affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been applied.

It shall be unlawful for the building inspector or other authority to issue or allow the issuance of such permits unless the applicant has furnished his license or certificate number issued pursuant to this chapter or evidence of being exempt from the provisions of this chapter.

The building inspector, or other such authority, violating the terms of this section shall be guilty of a Class 3 misdemeanor.

B. Any contractor applying for or renewing a business license in any locality in accordance with Chapter 37 (§ [58.1-3700](#) et seq.) of Title 58.1 shall furnish prior to the issuance or renewal of such license either (i) satisfactory proof that he is duly licensed or certified under the terms of this chapter or (ii) a written statement, supported by an affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter.

No locality shall issue or renew or allow the issuance or renewal of such license unless the contractor has furnished his license or certificate number issued pursuant to this chapter or evidence of being exempt from the provisions of this chapter.

As an officer, member or owner of the above business I have read and understand the Code of Virginia § 54.1-1111, and my business is not subject to licensure or certification as a contractor or subcontractor pursuant to 54.1-1111.

The following explains in detail (if applicable) why the above business is not considered a contractor by Virginia State Code 54.1.1111:

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\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature of Taxpayer – Legal Affiant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy Commissioner of the Revenue

\_\_\_\_\_  
Date

**-OR-**

City/County of \_\_\_\_\_  
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_, 20 \_\_\_\_ by

\_\_\_\_\_  
(Name of person seeking acknowledgment)

\_\_\_\_\_  
Notary Public

Notary registration number: \_\_\_\_\_

My commission expires: \_\_\_\_\_

***For hearing or visually impaired assistance dial 711 in Virginia, or 1-800-828-1140 from outside of the state***