



# Commissioner of the Revenue



City Hall  
Virginia Beach, VA 23456-9002

Philip J. Kellam  
Commissioner

VBgov.com/cor

## GOING OUT OF BUSINESS SALE PERMIT APPLICATION

### THIS SECTION MUST BE COMPLETED BY ALL APPLICANTS

DATE & TIME SALE TO START: \_\_\_\_\_, 20\_\_\_\_ AM  
\_\_\_\_\_ PM DATE BUSINESS TO BE TERMINATED: \_\_\_\_\_, 20\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E – MAIL ADDRESS: \_\_\_\_\_

INDICATE BUSINESS TYPE:  INDIVIDUAL  PARTNERSHIP  CORPORATION  LLC

NATURE OF BUSINESS:  RETAIL  WHOLESALE  MANUFACTURING

BUSINESS ENTITY NAME: \_\_\_\_\_

BUSINESS NAME (TRADE NAME): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

BUSINESS ADDRESS (PHYSICAL LOCATION): \_\_\_\_\_

ADDRESS OF SALE, IF DIFFERENT FROM BUSINESS ADDRESS ABOVE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E – MAIL ADDRESS: \_\_\_\_\_

FORM OF ADVERTISING TO BE USED :  NEWSPAPER  RADIO  TV  OTHER: \_\_\_\_\_

BRIEFLY DESCRIBE THE MERCHANDISE INVOLVED: \_\_\_\_\_

\_\_\_\_\_

**COMPLETE THE MERCHANDISE INVENTORY REPORT. ONLY ITEMS REPORTED MAY BE SOLD UNDER THIS PERMIT.**

I CERTIFY OR DECLARE THAT THE STATEMENTS SHOWN HEREON AND ON THE ATTACHMENTS HERETO ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT VIOLATIONS WILL RESULT IN REVOCATION AND/OR PROSECUTION.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

### FOR OFFICE USE ONLY

APPLICATION APPROVED BY: \_\_\_\_\_ PERMIT NUMBER: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF AGENT

\_\_\_\_\_  
DATE

PERMIT EXPIRES: \_\_\_\_\_