



Commissioner of the Revenue
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APPLICATION FOR MATHEWS COUNTY BUSINESS LICENSE

Instructions: Type or print clearly. Provide full information. Return to the above address with a check payable to the Treasurer of Mathews County.

CHECK ONE: Individual Partnership Corporation

NAME: _____

TRADING AS: _____

CONTACT PERSON: _____

LOCATION OF BUSINESS: _____

CADASTRAL MAP NUMBER, IF LOCATED IN MATHEWS: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

EMAIL ADDRESS: _____ DATE BEGAN/WILL BEGIN: _____

FEDERAL ID/SS NUMBER: _____

STATE CONTRACTOR REG. NUMBER: _____ EXPIRATION DATE: _____

BRIEF DESCRIPTION OF BUSINESS ACTIVITY: _____

Listed below is a formula for calculation of the amount due for your business license. Refer to the rate schedule and instructions on the reverse side of this application.

ESTIMATED RECEIPTS: _____ X RATE _____ + FEE _____ = _____

DECLARATION BY TAXPAYER:

I DECLARE THAT THE FOREGOING STATEMENT(S) AND FIGURES ARE TRUE, FULL AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signature

Date

The Mathews County Business License is a gross receipts license based on prior year gross receipts, orders or contracts if a renewal or estimated current year gross receipts, orders or contracts if a new license. The license expires December 31 of each year and must be renewed by March 1. If you were in business for only part of the prior year, the license tax for the current year will be prorated based on the amount of time that you were in business.

If the business is physically located in Mathews County, zoning approval must be obtained prior to issuance of the license. You should contact the Mathews County Office of Planning and Zoning for this approval. The phone number is (804) 725-4034 and the mailing address is P.O. Box 839, Mathews, Virginia 23109.

If you are a building contractor, your registration with the Virginia Board for Contractors must be current. We required the state registration number and the expiration date in order to issue your license.

If you are operating under a fictitious name, you must record that name in the office of the Clerk of the Circuit Court for Mathews County prior to issuance of the license. The phone number is (804) 725-2550 and the mailing address is P.O. Box 463, Mathews, Virginia 23109.

The following rates apply to the various business classes:

Description	Class	Rate per \$100	Fee
Contractor	00001	\$0.05	\$30.00
Retailer	00002	\$0.15	\$30.00
Financial, Real Estate & Professional Services	00003	\$0.15	\$30.00
Repair, Personal and Business Services, Other Businesses & Occupations	00004	\$0.05	\$30.00
Wholesaler	00005	\$0.05	\$30.00
Carnivals, Circuses, Speedways	00006		\$500.00
Fortune Tellers, Clairvoyants, Practitioners of Palmistry	00007		\$500.00
Itinerate Merchants or Peddlers	00009		\$200.00
Photographer	00010		\$30.00
Permanent Coliseums, Arenas, Auditoriums	00011		\$500.00
Savings & Loan Associations, Credit Unions	00012		\$500.00
Direct Sellers	00013	\$0.15	\$30.00
Public Utility	00014	\$0.50	
Auto Graveyard Over 19 Vehicles	00015		\$50.00
Auto Graveyard Under 20 Vehicles	00016		\$30.00
Certified Massage Therapists*	00017		\$30.00

* A certified massage therapist shall mean a person meeting the qualifications set out in §54.1-3029 of the Code of Virginia of 1950, as amended, and as provided for in the Zoning Ordinance of Mathews County, Virginia in §2.2, “Therapeutic Massage Facilities” and §15.23 “Special Regulations for Therapeutic Massage Facilities.”