

Town of Damascus

208 West Laurel Avenue, Post Office Box 576, Damascus, Virginia 24236-0576

Office of the Treasurer

treasurer@damascus.org & 276-475-3831 ext. 1

2022 Business License Application & Renewal Form

All fields on your application must be completed in order to be accepted.

Effective May 1, 2022 to April 30, 2023

Business Name:
Business Physical Address:
Business Mailing Address:
Business Phone Number:
Business Email Address:
Business Website:
Nature of the Business:
Business Owner Name:
Business Owner Physical Address:
Business Owner Mailing Address:
Business Owner Phone Number:
Business Owner Email Address:
If transient lodging, monthly tax is remitted by (please select all that apply): Owner Avalara Evolve Other:
If transient lodging, number of units included with this business license:
Emergency contact for business (name and phone number):
Please Check One: <input type="radio"/> Individual <input type="radio"/> Partnership <input type="radio"/> Corporation <input type="radio"/> LLC

Basis for Business License – Please check the applicable statement(s):

Business/Professional operating from January 1, 2021 to December 31, 2021

Provide actual gross receipts for this period: \$ _____

Business/Professional operating less than 12 full months between January 1, 2021 and December 31, 2021

Provide the date on which business commenced: _____

Provide actual gross receipts for this period: \$ _____

Business/Professional commencing new business – First Time Licensing Fee = \$50.00

Retail Merchants selling alcoholic beverages – ABC License Fee = \$25.00

The license fee is \$0.20 per \$100.00 of gross receipts for January 1, 2021 to December 31, 2021.

Calculation: Gross receipts \$ _____ x .002 = \$ _____ business tax owed.

**If your business operated for less than twelve full months during 2021, use the actual gross receipts for the months of operation.*

The minimum license fee is \$50 even if gross sales were less than \$25,000.

10% penalty if not received by May 1, 2022 + \$ _____

For businesses that sell alcohol, ABC license fee + \$ _____ 25 _____

TOTAL business tax owed: \$ _____

Business licenses must be renewed annually by May 1st.

Your business and personal taxes (meals, lodging, real estate and/or personal property) must be current in order to have your business license renewed.

Businesses can legally be closed for failure to obtain a business license and/or failure to pay taxes.

I hereby certify that the amount reported as gross receipts/purchases from my business or profession, as reported, are herein true and correct.

Signature of Applicant _____ **Title** _____ **Date** _____

Remit payment to:

Town of Damascus
P.O. Box 576
Damascus, VA 24236
(Memo: Business License)

Town of Damascus Business Owner Requirements:

- Business license application
- Meals and lodging tax form (monthly, if applicable)
- Website registration (optional)
- Damascus Business Group enrollment (optional)
- Contractor's license (where applicable)
- Itinerant Merchants and Peddlers Form (where applicable)