## **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

## Website Registration & Renewal

To have your business listed on <a href="https://www.VisitDamascus.org">www.VisitDamascus.org</a> , check the option(s) that apply to you:
□ The fee for listing a Damascus business is \$75 annually, <b>plus</b> □ \$50 set-up fee for your first listing.
□ If your business is outside Town limits, the fee is \$150 annually, <b>plus</b> □ \$50 set-up fee for your first listing. *Allowable out- of-Town listings fall within the Whitetop to Alvarado corridor of the Virginia Creeper Trail*
□ If your business is not in Town, or within the Whitetop to Alvarado corridor of the Creeper Trail, the fee is \$350 annually, <b>plus</b> □ \$50 set-up fee for your first listing.
☐ After your initial business listing is approved and posted; there will be a \$10 change request fee, per request.
Total Due:
Business Name:
Contact Name:
Contact Phone Number:
Contact Email:
Contact Mailing Address:

After you have made your payment to the Town Treasurer, then contact the Town Webmaster at info@damascus.org to submit your business information in the format below.

(Photo/logo)
Business Name
Street Address
Mailing Address (if different)
Damascus, VA 24236
Phone Number:
website link/URL
E-mail address:

\*You may also include a one-line description or catch phrase for your establishment.

Listings run from May 1st – April 30th, and must be renewed by May 1st each year. Failure to renew on time will result in the listing being removed from www.VisitDamascus.org.

Remit payment to: Town of Damascus P.O. Box 576 Damascus, VA 24236 (Memo: website listing)

<sup>\*</sup> Businesses will be listed on the website based on the name registered on the business license.