



TOWN OF OCCOQUAN  
 314 Mill Street - P.O. Box 195  
 Occoquan, Virginia 22125  
 (703) 491-1918 - info@occoquanva.gov

The information provided on this form is confidential under VA Code §58.1-3.

APPLICATION FOR BUSINESS LICENSE  
 MARCH 1, 2023 - FEBRUARY 28, 2024

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

Check Box  
 If New Business

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

\_\_\_ Sole Proprietorship \_\_\_ LLC \_\_\_ PLLC \_\_\_ Partnership \_\_\_ Limited Partnership \_\_\_ Corporation

OTHER TRADE NAMES USED: \_\_\_\_\_

If the applicant is a business entity, give the state where it was organized: \_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_

FEDERAL I.D. NUMBER (or Social Security Number\* if sole proprietorship): \_\_\_\_\_

\*Providing a Social Security Number is voluntary. The Town uses SSN's for the Set-off Debt Collection Act, Va. Code § 58.1-521.

BUSINESS STREET ADDRESS: \_\_\_\_\_ P.O. BOX \_\_\_\_\_ OCCOQUAN, VA 22125

MAILING ADDRESS (if different): \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ EMERGENCY PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

BUSINESS OWNER'S NAME(S) \*\*

TITLE

\_\_\_\_\_  
 \_\_\_\_\_

\*\*If the business is organized as a limited partnership, name the general partner.

BUSINESS CLASSIFICATION (Please specify)	TAX RATE per \$100 of Gross Receipts
___ Financial Services	.33
___ Professional Occupation	.33
___ Real Estate Services	.33
___ Hotel, Motels, Lodging, Etc.	.26
___ Repair, Personal, Business, or Other Services	.20
___ Retail Merchant	.20
___ Contractors, Builders, Developers	.16
___ Wholesale Merchant	.05

I hereby certify that the following information is correct\*: (Town Code §111.10(c))

Annual Gross Receipts \$ \_\_\_\_\_  
 Divided by 100 \$ \_\_\_\_\_  
 Multiplied by Tax Rate \$ \_\_\_\_\_  
 = License Tax \$ \_\_\_\_\_  
 License Fee \$ 30.00  
 = Total Amount Owed \$ \_\_\_\_\_

\*New businesses must enter an estimate of first year gross receipts.  
 \*\* Effective July 1, 2023, all applications are subject to a \$30 licensing fee per Town Code § 111.10(c)

Exceptions:

- \_\_\_ Photographers with no regularly established place of business in the Commonwealth - **\$10.00** (Code of Virginia §58.1-3727)
- \_\_\_ Savings and loan associations and credit unions **-\$50.00** (Code of Virginia §58.1-3730)
- \_\_\_ Massage Establishment Permit Processing Fee **-\$25.00** (Town Code §112.28)
- \_\_\_ Special license tax: See Town Code §§ 111.35 through 111.41

\_\_\_\_\_  
 Signature Title Date

FOR OFFICE USE ONLY		
License Fee: \$ _____	Check No: _____	Use Approved by Z/A on: _____
License Tax: \$ _____	Cash Receipt No.: _____	Cert of Occ Issued by PWC: _____
Penalty (if any): \$ _____	Health Dept. Approval Issued by PWC: _____	
Interest: \$ _____		
Total Paid: \$ _____	Date Paid: _____	By: _____