



AMELIA COUNTY

OFFICE OF THE COMMISSIONER OF THE REVENUE

P.O. Box 269 ~ Amelia, Virginia 23002

(804) 561-2158 ~ Fax: (804) 561-6472

www.ameliacova.com

LAURA M. WALSH

Master Commissioner

2022 Business License Application

Must be returned to the Commissioner of the Revenue's Office by March 1

License Period: January 1, 2022 to December 31, 2022

Part 1: Please update all fields below

Applicant Name:	Jurisdiction: Amelia
Mailing Address:	Trading as Name:
City, State Zip:	Business Address:
FEIN:	City, State Zip:
Alternate Phone #:	Business Phone #:
Email Address:	

Part 1a: CONTRACTORS ONLY

State Board Contractors or Tradesman License Number:	Current Class: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> N/A	Expiration Date:
In what other localities do you have a business license?		
CONTRACTORS NOT BASED IN AMELIA COUNTY: I certify that I am not required to purchase a business license for 2022 in Amelia County because I do not expect to gross greater than \$25,000 in Amelia County during this Calendar year. Please check here <input type="checkbox"/> , provide a copy of your 2022 business license issued by your locality, sign below and return.		

* **CLOSED BUSINESS:** Provide the date business closed/moved _____ Sign below and return. *

Gross Receipts: \$ _____ Rate: _____/100 License Fee: \$ _____
(taken from top line of Schedule C) (from back) (\$30.00 Minimum)

Gross Receipts: \$ _____ Rate: _____/100 License Fee: \$ _____
(*Note: Corporate filers should use line 1A of Form 1120) (from back) (\$30.00 Minimum)

Penalty after March 1st is 10%

Late Penalty: \$ _____
(After March 1st)

Interest: \$ _____
(After March 1st)

Late Payment: \$ _____
(30 days after billed)

Total Due: \$ _____

Oath: I, the undersigned applicant, do swear (or affirm) that the foregoing figures and statements are true, full and correct to the best of my knowledge and belief.

Printed Name of Applicant or Authorized Agent

Signature

Title of Applicant or Authorized Agent

Date

Please Return to the Following Address: Commissioner of the Revenue PO Box 269 Amelia, Virginia 23002	Office Use Only	Processed By:
	License Number:	
Make Checks Payable to: Treasurer of Amelia County	Date Received:	
	Payment Received: <input type="checkbox"/> Cash <input type="checkbox"/> Credit <input type="checkbox"/> Check # <input type="checkbox"/> N/A	

IMPORTANT INFORMATION

LICENSE FEE AND TAX: Every person or business subject to licensure under county code, and whose annual gross receipts are more than \$2,500, shall be required to pay annually a license fee of \$30 or a license tax based on the rate below, whichever is greater.

1. **Who must file:** Any individual, partnership, corporation, LLC or others engaged in any business, profession or occupation in Amelia County. There is no tax on businesses whose gross receipts are less than \$2,500.
2. **When to file:**
 - a. New businesses are required to have a license when beginning a business (within 30 days).
 - b. Yearly applications are due on or before March 1st of each year
 - c. All delinquent Business License fees must be paid before a current license can be issued.
3. **Where to file:** Completed forms can be returned in person to the Commissioner of the Revenue, 16360 Dunn St Ste 102, Amelia, VA 23002 or by mail to PO Box 269, Amelia, VA 23002. If you have questions regarding this application call: 804-561-2158.
4. **Definition:** This license is based on a statement of the gross receipts. The term "Gross Receipts" shall include the receipts from all sales or services rendered or activities conducted within the county, both to persons within the county and outside the county.
5. **Special note to contractors:** All contractors doing business in Amelia County are required to have a county license. Prior to issuance, a Workers Compensation form 61-A must be completed. You can find it at www.workcomp.virginia.gov

Contractor Affidavit:

To be signed by all contractors not required to be licensed or certified by the State Board of Contractors.

As an applicant for a business license to perform work in the County of Goochland and pursuant to Chapter 11, Title 54.1 of the Code of Virginia, I hereby affirm that I am not required to be licensed or certified as a contractor in the Commonwealth of Virginia because the total contract value of the work being performed does not exceed \$1,000.00 per single contract or job (or total of \$150,000 during any twelve-month period). I understand that this foregoing dollar limitation does not apply to either landscape irrigation or water well construction and that licensure or certification is required in those cases.

I declare that the statements given herein are true, full and correct to the best of my knowledge and belief.

Print name and Title

Signature

6. Note to Wholesalers: VA code 3700.1 "Purchases" shall mean all goods, wares and merchandise received for sale at each definite place of business of a wholesale merchant. The term shall also include the cost of manufacture of all goods, wares and merchandise manufactured by any wholesaler or wholesale merchant and sold or offered for sale. A wholesale merchant may elect to report gross receipts from the sale of manufactured goods, wares, and merchandise if it cannot determine or chooses not to disclose the cost of manufacture."

7. Note to gas/diesel sellers: For gas: use gallons pumped _____ x .359 = \$ _____.
 For diesel: use gallons pumped _____ x .404 = \$ _____.
 *Subtract these amounts from your gross receipts.

BUSINESS LICENSE TAX RATES

TABLE A		
TAX RATES FOR BUSINESSES OF \$2,500 (25,001 for Contractors) OR GREATER IN GROSS RECEIPTS		
1. Retail Sales	\$30 minimum covers gross of \$30,000 OR	\$0.10/\$100
2. Wholesale Sales & Direct Sellers	\$30 minimum covers gross of \$120,000 OR	\$0.025/\$100
3. Repairs, Personal, Business & Other Services	\$30 minimum covers gross of \$16,667 OR	\$0.18/\$100
4. Financial, Real Estate & Professional	\$30 minimum covers gross of \$12,000 OR	\$0.25/\$100
5. Contractor	\$30 minimum covers gross of \$37,500 OR	\$0.08/\$100
6. Speedways, carnivals, events, masseuse, photographer	\$30 minimum covers gross of \$33,334 OR	\$0.09/\$100

Your code(s):

Internal Use Only:

- | | |
|--|---|
| <input type="checkbox"/> Approved Zoning Permit | <input type="checkbox"/> Certificate of Assumed or Fictitious Name Form |
| <input type="checkbox"/> Worker's Comp Form Attached | <input type="checkbox"/> State Contractor's License or Affidavit of Contractor (circle one) |