



COUNTY OF SUSSEX, VIRGINIA

P. O. BOX 1398
Sussex VA, 23884

Phone: 434-246-1022 Fax: 434-246-4503
Ellen G. Boone, Commissioner of the Revenue

APPLICATION FOR COUNTY BUSINESS LICENSE

2025

****Important****
Applications must
be filed by
03/01/2025
renewal for next
year 03/01/2026

Office use only

License # _____ Account# _____

Date Business Began in Sussex: _____

Name: _____

Business Location: _____

Address: _____

Phone #: _____

State License #: _____

(Contractors Only)

City, State, Zip: _____

Renewal Date: _____

Employer ID#: _____

Person to Contact/Registered Agent: _____

Phone #: _____

Email Address: _____

Type of Business: (please circle one) **Individual Partnership Corporation**

1. Gross Receipts Year 2024: (who was in business a full 12 months from January 1 through December 31)	
2. Gross Receipts Year 2024: (Estimated) (who began business after January 1) If you began business after January 1 and filled in question 2, you must also complete section 2b.	
2b. Gross Receipts Year 2025: (Estimate receipts through December 31)	
3. Financial, Real Estate, and professional service contractors (see §32 of BPOL ordinance)	
TOTAL TAX DUE:	

All retailers and wholesalers are exempt. Merchant's capital will continue to be taxed.

DECLARATION OF TAXPAYER: I DECLARE THAT THE STATEMENTS AND FIGURES HEREON ARE TRUE, FULL AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

NOTE: IT IS A MISDEMEANOR FOR ANY PERSON TO WILLFULLY SUBMIT A RETURN WHICH HE/SHE DOES NOT BELIEVE TO BE TRUE AND CORRECT AS TO EVERY MATERIAL MATTER. (CODE OF VA 58.1-11)

Please print name

Signature

Date

Business License rate of \$0.16 per one hundred dollars (\$100) with gross receipts over a certain threshold (\$18,750); otherwise the license fee is \$30.00. **To avoid late filing penalty 10% of the tax due, this application must be received on or before March 1. Make checks payable to the Treasurer of Sussex County.**