

2023

**BUSINESS LICENSE APPLICATION**

TOWN OF PENNINGTON GAP 528 INDUSTRIAL DRIVE. PENNINGTON GAP VA 24277  
(276) 546-1177  
www.townofpenningtonva.gov

**DUE APRIL 30, 2023 for Business Located in Town**  
**DUE AT TIME OF PROJECT FOR CONTRACTORS**

Business Name \_\_\_\_\_

Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_

P.O. Box/Street Address

City, State, Zip

Email Address \_\_\_\_\_

Physical Address \_\_\_\_\_

Street Number & Name

Type of Business \_\_\_\_\_

Telephone #'s \_\_\_\_\_

Local

Other

Federal ID # \_\_\_\_\_ Social Security # \_\_\_\_\_

Type of Business Entity (Check one)

- Sole Proprietorship **Attach copy** of Schedule C of your Form 1040 Federal income Tax Return for calendar year 2022 or fiscal year.
- Partnership **Attach copy** of 1065 Federal Income Tax Return for calendar year 2022 or fiscal year. Page 1 only.
- Corporation **Attach copy** of 1120 Federal Income Tax Return for calendar year 2022 or fiscal year. Page 1 only.
- S Corp Registered Agent in Virginia: \_\_\_\_\_
- LLC Names of Corporation's Officers: \_\_\_\_\_

1. Gross Receipts: Dates: from January to December 2022 (Or Fiscal Year) <b>Contractors filing for one-time job-fee is calculated based on contract price.</b> Sole Proprietors use line 3 of Schedule C form 1040; Partnerships use line 1c Form 1065; Corporation use line 1c Form 1120.		1.
2. LICENSE TAX COMPUTATION:	If line 1 is less than \$20,000 enter \$30.00 <b>NEW BUSINESS - \$30</b> If line 1 is \$20,000 or more, multiply line 1 by .0015	2.
3. PENALTY:	10% of line 2 if paid (postmarked) after April 30, 2023.	3.
4. INTEREST	1.5% monthly of line 2+3 if paid (postmarked) after June 1, 2023	4.
5. TOTAL DUE:	Lines 2+3+4	5.

**The Gross Receipts figure on line 1 of this form must be substantiated by a copy of the gross receipts portion of the Federal Income Tax Return for the year gross receipts are reported, OR a copy of a certified audit, OR a letter from your accountant/CPA stating your gross receipts and the related fiscal/calendar year before license will be mailed.** In the event you have filed with the IRS an Application for Automatic Extension of Time to File Income Tax Return, please forward a copy of this form and estimate your gross receipts on line 1 above. However, a copy of the tax return must be forwarded when completed. DELINQUENT BUSINESS LICENSE, PERSONAL PROPERTY, MEAL, TRANSIENT OCCUPANCY, AND/OR REAL ESTATE TAXES OWED BY THE BUSINESS TO THE TOWN MUST BE PAID PRIOR TO ISSUANCE OF A 2023 BUSINESS LICENSE.

CERTIFICATION OF LICENSEE:

I certify that the foregoing statements and figures are true, full and correct to the best of my knowledge and belief.

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

Owner/ Officer \_\_\_\_\_ Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

LICENSE ISSUED FROM THIS APPLICATION **EXPIRES APRIL 30, 2024**