



COMMISSIONER OF THE REVENUE
RICHARD W. BRADSHAW, COMMISSIONER
COUNTY OF JAMES CITY
101-B Mounts Bay Road
P.O. Box 283
Williamsburg, Virginia 23187-0283
Phone: (757) 253-6698
Fax: (757) 253-6733

CLOSING A BUSINESS

If you are no longer operating a business in James City County, please complete this form and mail or fax it back to the Commissioner of the Revenue. Any questions should be directed to the Business License Inspector at (757) 253-6698.

Name: _____

Trading As (Business Name): _____

Account Number: _____ Date Closed: _____

Business Address: _____

Gross Receipts Jan. 1 thru Close Date: _____

New Owner's Name and Address (if applicable): _____

Name: _____ Date: _____

Signature: _____ Phone: _____

Position / Title: _____