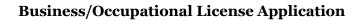
Herndon

FOR OFFICE USE ONLY:					
Town of Herndon business license #:		Bill #:	Revenue Clerk:		
Business Name/DBA:					
Business Address:					
Mailing Address (if different):					
Type of Ownership (select one):					
Sole Proprietor* Corpora	Corporation		Single Member LLC		
Partnership LLC	artnership LLC		Charitable Organization		
*All applicants who file "Sole proprietor" must complete and have notarized the Residency Status Affidavit before business license is issued.					
Federal Tax ID or Social Security #:		NAICS Code:			
Email:	Email:		Phone Number:		
Number of Employees:	Date Busi	ness bega	n or will begin in Herndon:		
Business Category (please select one):					
Business Service/Massage Therapy Hotel ar	Hotel and Motels		Retail/Restaurant **		
Builder/Developer Professi	onal, specialize	d occupation _	Wholesale Merchant		
Contractor Repair S	Service	-	Other:		
Summary of Business Activities:					
	,				
-	(Estimate gro	oss receipts from	m beginning of operations to end of the current year)		
Estimated Gross Receipts: \$		Tax rate (see tax rate schedule):			
Penalty (see information below):		Sub-total:			
Operator of Coin-operated Machines?					
Yes No			chines:		
*Alcoholic Beverages License (see tax rate schedule): **Mixed Beverages License (select seating capacity):		everages License (select seating capacity):			
ABC on premise:		0-100:			
ABC off premise:		100-150:			
ABC both:		150+:			
Total Due: \$					
A penalty of 10% shall be applied to the original tax due, per the Town code, on any balances still outstanding 30 days after this bill is generated. A penalty will also apply if the application is not submitted within 30 days of beginning business. Business license renewals are DUE March 1 st of each year, declaring prior year actual gross receipts.					
Owner or Applicant Signature:		Name:			
			Date:		
The Town of Herndon's Economic Development office would like to promote your business . By checking "yes" below, you would give the town permission to list your business on the town's website or share your business information with other agencies such as the Dulles Regional Chamber of Commerce and other town departments. (Only business name and contact information would be shared. Gross receipts, taxes paid, social security numbers and tax ID information would not be shared, published, or released.) Yes No					
If you have any business-related questions, please contact the town's Finance Department office. If you have any questions related to promoting your business, contact the Town of Herndon's Economic Development office at 703-435-6800 ext. 2085 or email <u>information@herndon-va.gov</u> for more information.					

Business License: Finance, Revenue Division | 777 Lynn St. Herndon VA 20170 Email: <u>revenue@herndon-va.gov</u> | Telephone: 703-787-7358





Business License Tax Rates Schedule

Flat Fee Schedule:	
 Annual gross receipts up to and including \$50,000 	\$30.00
 Annual gross receipts of \$50,001 up to and including \$100,000 	\$50.00
 Gross receipts greater than \$100,000 use the business tax rate below. 	
Business Tax Rates (GR \$100,001 plus):	
 Amusements 	\$.36 per \$100
 Builder & Developer 	\$.05 per \$100
 Business & Personal Service 	\$.21 per \$100
 Massage Therapy 	\$.21 per \$100
 Contractors (Requires VA state Contractor's license and workman's comp) 	\$.13 per \$100
 Federal Research and Development 	\$.03 per \$100
 Hotel/Motels, Lodging (Requires Monthly Transient Occupancy Tax) 	\$.26 per \$100
 Money Lenders 	\$.20 per \$100
 Professional Service 	\$.40 per \$100
 Real Estate Brokers 	\$.40 per \$100
 Repair Service, Retail 	\$.13 per \$100
 Restaurants and Delis (Requires Monthly Meals Tax) 	\$.13 per \$100
 Telephone 	½ of 1 %
Wholesale Merchant (Gross Purchases)	\$.05 per \$100
Alcoholic Beverages:	
Wholesale beer	\$25.00
 Retail on premise beer/wine 	\$37.50
 Retail off premise beer/wine 	\$37.50
 Retail on and off premises beer/wine 	\$75.00
Banquet license	\$5.00/day
Alcoholic Mixed Beverages:	
• 0 – 100 seating	\$200.00
 100 – 150 seating 	\$350.00
 150 or more seating 	\$500.00

Coin Operated Machines Tax Rates Schedule

Business Tax Rates:

•	Annual gross receipts up to and including \$50,000	\$30.00
•	Annual gross receipts of \$50,001 up to and including \$100,000	\$50.00
•	Gross receipts greater than \$100,000	\$.36 per \$100

Flat Fee per number of machines:

- 3 to 10 machines
- 10 or more machines

\$20.00 per machine \$200.00 for all machines