

**FOR OFFICE USE ONLY:**

Town of Herndon business license #: \_\_\_\_\_ Bill #: \_\_\_\_\_ Revenue Clerk: \_\_\_\_\_

**Business Name/DBA:** Canine Concierge Corporation

**Business Address:** 13800 Coppermine Rd | Herndon, Virginia 20171

**Mailing Address (if different):**

**Type of Ownership (select one):**

Sole Proprietor\*  Corporation  Single Member LLC   
Partnership  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 #:** 92-3451311

**NAICS Code:** 813212

**Email:** admin@canineconcierge.vip

**Phone Number:** 571-375-5932

**Number of Employees:** 1

**Date Business began or will begin in Herndon:** March 8, 2023

**Business Category (please select one):**

Business Service/Massage Therapy  Hotel and Motels  Retail/Restaurant \*\*   
Builder/Developer  Professional, specialized occupation  Wholesale Merchant   
Contractor  Repair Service  Other: \_\_\_\_\_

**Summary of Business Activities:**

Provision of Animal-Assisted Therapy (AAT) dogs for medical facilities

**Gross Receipts Information** (Estimate gross receipts from beginning of operations to end of the current year)

**Estimated Gross Receipts:** \$ 0.00

**Tax rate** (see tax rate schedule):

**Penalty** (see information below):

**Sub-total:**

**Operator of Coin-operated Machines?**

Yes \_\_\_\_\_ No

**Number of Machines:** \_\_\_\_\_

**\*\*Alcoholic Beverages License** (see tax rate schedule):

ABC on premise:   
ABC off premise:   
ABC both:

**\*\*Mixed Beverages License** (select seating capacity):

0-100:   
100-150:   
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<sup>st</sup> of each year**, declaring prior year actual gross receipts.

**Owner or Applicant Signature:**

Michael Stokes

**Name:** Michael Stokes

**Date:** 12/01/2023

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 [information@herndon-va.gov](mailto:information@herndon-va.gov) for more information.

**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 1/2 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 \$20.00 per machine
- 10 or more machines \$200.00 for all machines