



MONTGOMERY COUNTY, VIRGINIA

Helen P. Royal, Master Commissioner of the Revenue
755 Roanoke St, Suite 1A, Christiansburg, VA 24073

Business Personal Property Division

Heather Huff

huffhn@montgomerycountyva.gov

540-382-5710

NOTIFICATION OF BUSINESS CLOSING

(Separate Form Needed For Each Location)

NAME OF BUSINESS: _____

TRADE NAME (if different): _____

BUSINESS LOCATION: _____

OWNERS(S): _____

CUSTOMER NO. _____ PID NO. _____

SSN/FEIN NO. _____

DATE BUSINESS CLOSED: _____

WAS THIS BUSINESS SOLD? YES NO WERE ASSETS SOLD? YES NO

IF YES, WHO WAS IT SOLD TO? _____

CONTACT INFORMATION FOR NEW OWNER: _____
Phone Number

_____ Address _____ Email

The owner must sign and date this form. If the business is an entity such as a trust, partnership, limited liability company or corporation, it must be signed by a member, partner, executive officer or other person specifically authorized in writing by the trust, partnership, limited liability company or corporation to sign.

Declaration: *I hereby declare, under penalty of perjury, that the statements made herein are true, complete and correct to the best of my knowledge and belief and that I am the owner or a member, partner, executive officer or other person specifically authorized in writing to sign.*

SIGNATURE OF AUTHORIZED PERSON: _____

PRINT NAME: _____

TITLE OR CAPACITY FOR SIGNING: _____

DATE: _____

MAILING ADDRESS FOR FINAL TAX BILL: _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____