



Town of Buchanan

Post Office Box 205

Buchanan, Virginia 24066

APPLICATION FOR RENEWAL

BUSINESS, PROFESSIONAL, OCCUPATION LICENSE

This application must be filed and license fee must be paid by March 1. Penalties & Interest will be added after March 1.

Please print answers for this form. NOTE - All businesses must meet and conform to all Town of Buchanan Codes and Ordinances, including the Zoning Ordinance. Please note this is not your actual license!!!

For Period Beginning January 1, 2026 through December 31, 2026

Business Name: _____

FEIN or Social Security Number (required): _____

Business Owner: _____

Physical Address of Business Location: _____

Mailing Address for Business: _____

Phone Number for Business: _____ Email for Business: _____

Description/Type of Business: _____

Business Classification

Total Gross Receipts

License Fee

Contractors (Sec. 4:1) \$25.00 or \$.10 per \$100 of gross Receipts for Past Calendar Year

\$ _____

\$ _____

Retail Sales (Sec. 5:1) \$25.00 or \$.10 per \$100 of gross Receipts for Past Calendar Year

\$ _____

\$ _____

Financial, Real Estate, Professional (Sec 6:1) \$25.00 or \$.15 per \$100 of gross Receipts for Past Calendar Year

\$ _____

\$ _____

Repair, Personal, Other (Sec 7:1) \$25.00 or \$.10 per \$100 of gross Receipts for Past Calendar Year

\$ _____

\$ _____

Wholesale Sales (Sec 8:1) \$25.00 or \$.05 per \$100 of gross Receipts for Past Calendar Year

\$ _____

\$ _____

Telephone, Telegraph, Heat, Light, & Power Companies (Sec 23.176:6&7) 1/2 of 1% of gross receipts during the Preceding year

\$ _____

\$ _____

Miscellaneous License _____

NOTE: This application with completed receipt information below constitutes a license to engage in trades, occupations or professions in the Town of Buchanan for the period stated. Make checks payable to: Town of Buchanan, Post Office Box 205, Buchanan, Virginia 24066

I, the undersigned applicant, do swear (or affirm) that the foregoing figures and statements are true, full and correct to the best of my knowledge and belief. I also agree to meet and conform to all Town of Buchanan Codes and Ordinances, including the Zoning Ordinance.

Signature: _____ Date: _____

Penalty

There shall be a penalty of 10% added to all license taxes imposed that are unpaid on the due date March 1 of each license year, or in the case of any person first engaging in a business, profession, trade, or occupation, a period of more than 30 days after they have engaged in such business, profession, trade or occupation.

Interest

In addition to such 10% penalty, interest at the rate of 8% per annum shall accrue and be added to all due and unpaid license taxes imposed under this Ordinance beginning March 1st of each license year. Taxes and penalty herein provided shall be assessed and collected in the manner provided by law for the enforcement of the collection of other taxes.

IMPORTANT Notice To All Licensees

DEFINITION OF GROSS RECEIPTS: The gross receipts from any business, trade, profession, occupation, vocation, calling or activity, including cash, credits, fees, commissions, brokerage charges and rentals, and property of any kind, nature or description from either sales made or services rendered without any deduction there from on account of cost of the property sold, the cost of materials, labor or services or other costs, interest or discounts paid or any expense whatsoever, and such term shall include in cash of merchants the amount of the sale price of supplies and goods furnished to or used by the licensee or his family or other person for which no charge is made; provided, however that the term "gross receipts" with respect to manufacturers, wholesale merchants manufacturing or dealing in articles upon which there is levied a direct excise tax or gasoline tax by the United States or the state shall not include such excise tax or gasoline tax by the United States or the state. The term "gross receipts" shall include the gross receipts from all sales or services rendered or activities conducted within the Town, both to persons within the Town and to persons outside the Town.

MEMO TO CONTRACTORS: When a contractor has paid any local license tax required by the county, city or town in which his principal office and any branch office or offices may be located, no further license or license tax shall be required by any other county, city, or town for conducting any such business within the confines of this Commonwealth. However, when the amount of business done by any such contractor in any other county, city or town exceeds the sum of \$25,000 in any year, such other county, city or town may require of such contractor a local license, and the amount of business done in such other county, city or town in which a license tax is paid may be deducted by the contractor from the gross receipts reported to the county, city or town in which the principal office or any branch office of the contractor is located. (Code of VA 58.1-3715)

OFFICE USE ONLY

Previous Zoning Approval -- Use: _____

Zoning Approval by Zoning Administrator: _____