

CITY OF CHESAPEAKE
BUSINESS LICENSE APPLICATION/REGISTRATION ADDENDUM

APPLICANT: _____ PHONE #: _____ DATE: _____

All persons (including corporations, partnerships, and individuals) who hold themselves out to the public and conducts an activity to provide goods or services at or from a commercial or residential location in the city of Chesapeake are required to first obtain a business license. This is a requirement regardless of whether or not the activity was only attempted or conducted on a part-time or full-time basis

The broad spectrum of activities conducted by businesses today require us to obtain a detailed description of the business you are registering. Please answer the following questions to assist us in completing your application.

1. Will your business provide **goods or services (circle one or both) and list all** the types of goods or services. Example: sales of automotive products in bulk and over the counter by single items and repair services.

2. Will the answer to #1 be conducted **at** or **from** (circle one or both) the Chesapeake trade location of _____? Example: **both** sales and repairs **at** the Chesapeake location and/or repairs **from** the location at the customer's location.

3. List the general classification of your customers. Examples: private individuals; other business; Federal, State, Local government and departments thereof.

4. Are any of the goods which are sold to other businesses or Federal/State/local government customers shipped directly from a different location? Examples: drop shipped from manufacture to customer or shipped from company warehouse in another locality.

5. Does the business have additional location? If so, where? (name the Virginia locality or City and State of each location) Which office is corporate or primary location?

6. If you have previously held a business license in the City of Chesapeake, please provide the name of the business, or any other information that would be helpful in classifying this business.

Printed Name of Authorized Agent

Signature of Authorized Agent

Title