

Prince William County Tax Administration PO Box 2467, Woodbridge, VA 22195-2467 Phone: 703-792-6710 Email: taxpayerservices@pwcgov.org

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RENEWAL APPLICATION AND PAYMENT IN FULL IS DUE ON OR BEFORE MARCH 3, 2025. NEW BUSINESSES BEGINNING ON OR AFTER JANUARY 1, 2025, HAVE 30 DAYS TO MAKE APPLICATION AND REMIT PAYMENT.

Business Trade Name					
Decanes induction Decanes ind	Company/Owner Name				
Site Corporation Commission. IRS Letter: Proof of Registend Federal ID / SSN:	Business Trade Name		REMOVAL, REPAIR, OR IMPROVEMENT CONTRACTORS		
IRS Letter: Proof Registered Federal ID / SN:	All new license applicants must provide proof of trade/fictitious name registration with the Virginia State Corporation Commission.				
<ul> <li>Subtractions</li> <li>Subtract – Business Owner is Legally Present in the United States</li> <li>Partnership – All Partnership a subainess conce, application on behalf of a sob proprietor or partnership as business conce, hereby certifies that the sole proprietor or partnership as business conce, hereby certifies that the sole proprietor or partnership as business concert, hereby certifies that the sole proprietor or partnership as business concert, hereby certifies that the sole proprietor or partnership as business is lowaite as provide to be present and to constractors. Calless P □ Class * 1 □ Class * 2 □ Clas</li></ul>	IRS Letter: Proof of Registered Federal ID / SSN:		Class A, B, or C Contractors Licer		
Partnership – All Partners are Legally Present in the United States     The applicant, in submitting this business iterease application on behaf of a sole     proprietor or partnership as business towner, hereby defines that the sole     work in the United States pursuant to all applicable referral twost and the sole     work in the United States pursuant to all applicable referral twost and the sole     or Lince Partnerships, you must provide proof that your business entity is     registered with the Virginia State Corporation Commission.     CompensionLLC or PLC	-		by the Board for Contractors.		
The applicant, in submitting this business license application on behalf of a sole proprietor or partmership as business owner, hereby conflies that the sole proprietor or partmership as business owner, hereby conflies that the sole proprietor or acht and every partner is fawfully authorized to be present and to work in the Urited States pursuant to all applicable deferant laws and regulations. Tor the did duration of the license period covered by this application. For General Ontimed Partmerships, you musiness covered by this applications. Tax Contact Name E-mail Address Maling Addr			Virginia Contractors License No.		
proprietor or each and every partner is lawfully authorized to be present and to work in the United States pursuent to all applicable federal laws and regulations of the license period covered by this application. For Generalize Insurance (FA kom). Code Virginia 53: 1-3714 prohibits is compression in coverage for his compensation in the Virginia State Corporation Commission.           Compensation insurance (FA kom). Code Virginia State Corporation Commission.         Compensation insurance (FA kom). Code Virginia State Corporation Commission.           Tax Contact Name			Class 'A' Class 'B' C	lass 'C'	
Define Based         Provide business ently registration with Virginia State Corporation Commission.         Tax Contact Name         Final Address         Mailing Address         Mailing Address         Deta Business Began in Prince William County         Date Business Location         Winew incerse applicants must provide either a copy of your Certificate of Occupancy. Home         Deta Business Location         Winew incerse applicants must provide either a copy of your Certificate of Occupancy. Home         Cacupation Certificate.         Detailed Description of Business         Detailed Description of Business classification from reverse side Table C, Part A         2.         Enter tax rate for business gross receipts, without any deductions.         1.       Enter tax rate for business gross receipts. Wholesale merchants report total gross purchases rather than gross receipts.         3.       Enter tax rate for business from reverse side Table C, Part A         4.       Subtract Line 3 from Line 2. This is your taxable gross receipts.         5.       Enter S0 if the amount on Line 4 above is less than \$500.000         - orthowine -       Divide Line 4 by \$100, and then multiply by the tax rate entered on Line 1         6.       If business began after 11/1/2025, complete reverses side Table B. Then enter the adjustment amount to the 2024 license tax for new businesses form reverse si	proprietor or partnership as business owner, hereby certifies that the sole proprietor or each and every partner is lawfully authorized to be present and to work in the United States pursuant to all applicable federal laws and regulations for the full duration of the license period covered by this application. For General or Limited Partnerships, you must provide proof that your business entity is registered with the Virginia State Corporation Commission.		Compensation Insurance (61A form). county from issuing or reissuing a bus not obtained or is not maintaining wor employees if such coverage is require	Code of Virginia 58.1-3714 prohibits a siness license to a contractor who has kers' compensation coverage for his sd.	
Provide business entity registration with Virginia State Corporation Commission. <ul> <li>Fax Contact Name</li> <li>Final Address</li> <li>Series Address</li> <li>Series Address</li> <li>Series Address</li> <li>Series Address</li> <li>Series Address</li> <li>Name of Virginia jurisdiction where principal office is located</li> <li>Does locality impose a local business license tax?</li> <li>If yes, please provide a copy of the Home Jurisdiction current year Business License or completed renewal form.</li> </ul> <li>Detailed Description of Business</li> <li>OFFICE USE</li> <li>Addt. No.</li> <li>Code</li> <li>Date Filed</li> <li>CALCULATE LICENSE TAX DUE</li> <li>Gross receipts means whole, entire, total gross receipts, without any deductions.</li> <li>Enter tax rate for business gross receipts. Wholesale merchants report total gross purchases rather than gross receipts</li> <li>Server all adductions.</li> <li>Enter allowable adjustments from reverse side Table C, Part A</li> <li>Subtract Line 3 from Line 2. This is your taxable gross receipts.</li> <li>Server allowable adjustments from reverse side Table A, Line 4</li> <li>Subtract Line 3 from Line 2. This is your taxable gross receipts.</li> <li>For allowable adjustments from reverse side Table C, Part B, Nore. Restaurants serving mixed drinks must include the appropriate FIAR business tax for me vusinesses from reverse side Table B. Then enter the adjustment amount to the 2024 lucense tax for me vusinesses from reverse side Table B. Then enter the adjustment amount to the 2024 but before 11/12025, complete reverse side Table B. Then enter the adjustment amount to the 2024 lucense tax for me vusinesses from reverse side Table B. Line 5</li> <li>Enter</li>			Complete the following only if applica	nt is a Virginia-based Contractor with a	
Tax Contact Name       .       Name of Virginia jurisdiction where principal office is located	Provide busin	ness entity registration with Virginia State Corporation Commission.		rouler than thinee william county.	
E-mail Address					
Mailing Address	E mail Addrose Name of Virgini				
Phone Number					
Phone Number			Bood locality impose a local bao		
Business Location					
Acct. No.         Code         Detailed Description of Business         NAICS Code       Number of Employees         Calculate License Tax nate for business classification from reverse side Table C, Part A         1.       Enter tax rate for business gross receipts, whole, entire, total gross receipts means whole, entire, total gross receipts means total of your 2025 gross receipts. Wholesale merchants report total gross purchases rather than gross receipts         2.       Enter total 2024 business gross receipts. Wholesale merchants report total gross purchases rather than gross receipts         3.       Enter allowable adjustments from reverse side Table A, Line 4         4.       Subtract Line 3 from Line 2. This is your taxable gross receipts.         5.       Enter S0 if the amount on Line 4 above is less than \$500,000					
Decupation Certificate, or Home Employment Certificate       Addt. No.         Detailed Description of Business	Business L	_ocation	OFF	CE USE	
Detailed Description of Business	All new license applicants must provide either a copy of your Certificate of Occupancy, Home Occupation Certificate, or Home Employment Certificate		Acct. No.		
NAICS Code       Number of Employees       Date Filed         CALCULATE LICENSE TAX DUE         Gross receipts means whole, entire, total gross receipts, without any deductions.       Image: Colspan="2">Image: Colspan="2">Image: Colspan="2">Image: Colspan="2">Colspan="2"         3.       Enter allowable adjustments from reverse side Table A, Line 4	Detailed Description of Business		Code		
CALCULATE LICENSE TAX DUE Gross receipts means whole, entire, total gross receipts, without any deductions. Enter tax rate for business classification from reverse side Table C, Part A			Date Filed		
1.       Enter tax rate for business classification from reverse side Table C, Part A         2.       Enter total 2024 business gross receipts, or if a new business (business started on or after January 1, 2025), an estimate of your 2025 gross receipts. Wholesale merchants report total gross purchases rather than gross receipts         3.       Enter allowable adjustments from reverse side Table A, Line 4         4.       Subtract Line 3 from Line 2. This is your taxable gross receipts         5.       Enter \$0 if the amount on Line 4 above is less than \$500,000         - otherwise -       Divide Line 4 by \$100, and then multiply by the tax rate entered on Line 1         6.       If business began after 1/1/2024 but before 1/1/2025, complete reverse side Table B. Then enter the adjustment amount to the 2024 license tax for new businesses from reverse side Table B, Line 5         7.       Enter flat rate license tax from reverse side Table C, Part B. <i>NOTE: Restaurants serving mixed drinks must include the appropriate Flat Rate License Tax in addition to the license tax due calculated above         8.       Add the amounts on Line 5, Line 6 and Line 7 above. This is your 2025 license tax due       Tax         Make check payable to: PRINCE WILLIAM COUNTY, PO BOX 2467, WOODBRIDGE VA 22195-2467       Add a 10% late payment penalty and daily interest calculated at a rate of 10% per annum if paying after MARCH 3, 2025, for existing businesses or MORE THAN 30 DAYS PAST THE START DATE for new businesses.       Tax   </i>		CALCULATE LICEN	SE TAX DUE		
<ol> <li>Enter total 2024 business gross receipts, or if a new business (business started on or after January 1, 2025), an estimate of your 2025 gross receipts. Wholesale merchants report total gross purchases rather than gross receipts</li></ol>					
<ul> <li>2025), an estimate of your 2025 gross receipts. Wholesale merchants report total gross purchases rather than gross receipts</li></ul>	1. <sup>E</sup>	Enter tax rate for business classification from reverse side Table C, Par	tA		
<ul> <li>4. Subtract Line 3 from Line 2. This is your taxable gross receipts</li></ul>	<ol> <li>Enter total 2024 business gross receipts, or if a new business (business started on or after January 1, 2025), an estimate of your 2025 gross receipts. Wholesale merchants report total gross purchases rather</li> </ol>				
<ul> <li>5. Enter \$0 if the amount on Line 4 above is less than \$500,000 <ul> <li>otherwise –</li> <li>Divide Line 4 by \$100, and then multiply by the tax rate entered on Line 1</li> <li>If business began after 1/1/2024 but before 1/1/2025, complete reverse side Table B. Then enter the adjustment amount to the 2024 license tax for new businesses from reverse side Table B, Line 5</li> <li>7. Enter flat rate license tax from reverse side Table C, Part B. NOTE: Restaurants serving mixed drinks must include the appropriate Flat Rate License Tax in addition to the license tax due calculated above</li> <li>8. Add the amounts on Line 5, Line 6 and Line 7 above. This is your 2025 license tax due</li> <li>Make check payable to: PRINCE WILLIAM COUNTY, PO BOX 2467, WOODBRIDGE VA 22195-2467</li> <li>Add a 10% late payment penalty and daily interest calculated at a rate of 10% per annum if paying after MARCH 3, 2025, for existing businesses or MORE THAN 30 DAYS PAST THE START DATE for new businesses.</li> </ul></li></ul>	3. E	Enter allowable adjustments from reverse side Table A, Line 4			
<ul> <li>- otherwise - Divide Line 4 by \$100, and then multiply by the tax rate entered on Line 1</li></ul>	4. S				
<ul> <li>6. If business began after 1/1/2024 but before 1/1/2025, complete reverse side Table B. Then enter the adjustment amount to the 2024 license tax for new businesses from reverse side Table B, Line 5</li></ul>	5. E	Enter \$0 if the amount on Line 4 above is less than \$500,000			
<ul> <li>adjustment amount to the 2024 license tax for new businesses from reverse side Table B, Line 5</li></ul>	ĺ	Divide Line 4 by \$100, and then multiply by the tax rate entered on Line	91		
include the appropriate Flat Rate License Tax in addition to the license tax due calculated above					
Make check payable to: PRINCE WILLIAM COUNTY, PO BOX 2467, WOODBRIDGE VA 22195-2467       Penalty         Add a 10% late payment penalty and daily interest calculated at a rate of 10% per annum if paying after MARCH 3, 2025, for       Interest         existing businesses or MORE THAN 30 DAYS PAST THE START DATE for new businesses.       TOTAL					
Add a 10% late payment penalty and daily interest calculated at a rate of 10% per annum if paying after MARCH 3, 2025, for existing businesses or MORE THAN 30 DAYS PAST THE START DATE for new businesses.	8. A	Add the amounts on Line 5, Line 6 and Line 7 above. This is your 2025 license tax due		Tax	
Add a 10% late payment penalty and daily interest calculated at a rate of 10% per annum if paying after MARCH 3, 2025, for       Interest         existing businesses or MORE THAN 30 DAYS PAST THE START DATE for new businesses.       TOTAL	N	Make check pavable to: PRINCE WILLIAM COUNTY. PO BOX 2467. W	OODBRIDGE VA 22195-2467	Penalty	
	Add a 10% late payment penalty and daily interest calculated at a rate of 10% per annum if paying after MARCH 3, 2025, for			Interest	
	e	existing businesses or MORE THAN 30 DAYS PAST THE START DATE for new busines	ses.	TOTAL	
	It is a misdom	neanor for any nerson to willfully subscribe an application that he does not bolique to be t	rue and correct as to every material matter.	Lusinesses are subject to audit by Drinco	

It is a misdemeanor for any person to willfully subscribe an application that he does not believe to be true and correct as to every material matter. Businesses are subject to audit by Prince William County pursuant to Virginia Code 58.1-3109. I declare that the statements and figures herein given are true, full and correct to the best of my knowledge and belief.

**APPLICANT'S SIGNATURE** 

## TABLE A – ALLOWABLE ADJUSTMENTS

## To Be Completed Only By Gasoline/Diesel Fuel Supplier/Wholesalers, Restaurants That Sell Mixed Drinks, and Contractors

Any business claiming an exclusion must attach the supporting documentation required. Failure to provide required documentation may result in the denial of the exclusion. Expenses are not an allowable exclusion for most businesses. See "Requirements" sheet for accepted documentation.

- 1. Gasoline/Diesel Fuel Supplier/Wholesalers enter 2024 State/Federal excise fuel tax collected on Motor Vehicle Fuels
- 2. Restaurants that sell mixed drinks enter 2024 mixed beverage sales (excluding beer and wine sales) .....
- 3. Contractors located in Prince William County may subtract 2024 gross receipts that exceed \$25,000 from work done in other Virginia jurisdictions that impose a similar business license tax, but only if the amount subtracted is reported to the other Virginia jurisdictions. YOU MUST PROVIDE A COPY OF YOUR COMPLETED BUSINESS LICENSE APPLICATION FROM THESE JURISDICTIONS OR THE ADJUSTMENT WILL BE DISALLOWED (Virginia Code 58.1-3715)
- 4. Add Lines 1 through 3. This is your total allowable adjustments. Enter here and on reverse side, Line 3...

	TABLE B – ADJUSTMENT TO 2024 LICENSE TAX           Complete Only If Business Began After 1/1/2024 and Before 1/1/2025	
1.	Enter tax rate for business classification from Table C, Part A	
2.	Enter your 2023 taxable gross receipts amount from reverse side Line 4	
3.	Enter \$0 if the amount on Line 2 above is less than \$500,000. - otherwise -	
	Divide Line 2 by \$100, and then multiply by the tax rate entered on Line 1	
4.	Enter the license tax paid when your 2023 Business License was issued	
5.	Subtract Line 4 from Line 3. If the result is less than \$0, enter the negative amount. This is the adjustment amount to the 2024 license tax. Enter here and on reverse side, Line 6	
	TABLE C – TAX RATE SCHEDULE	
PART	A: TAX RATE SCHEDULE FOR LICENSE TAX BASED ON TAXABLE GROSS RECEIPTS	
		Tax Rate per \$100
Business Classification		Taxable Gross Receipts
Professional occupations (PR)		\$ 0.33
Retail merchants (RT)		\$ 0.17
	sale merchants (WS)	\$ 0.05
Prince William County-based contractors, builders & developers or out-of-state contractors, builders		\$ 0.13
or developers (CO)		\$ 0.13
Contractors located in another Virginia jurisdiction which imposes a BPOL or similar tax (RC)		\$ 0.33
Financial service providers; including credit agencies, and investment, securities, or commodities dealers (FI)		\$ 0.33
Real estate service providers; including appraiser, broker, management or rental agent (RE)		\$ 0.26
Hotel, motel or lodging establishments (HO)		\$ 0.17
Direct sellers (DS)		\$ 0.29
	Utility (PU) ; personal or business services; or other services not elsewhere classified (OS)	\$ 0.21
PART	B: TAX RATE SCHEDULE FOR FLAT RATE LICENSES	
Busine	ess Classification	Flat Rate Amount

Business Classification	Flat Rate Amount
Restaurants serving mixed drinks with a seating capacity of no more than 100 persons (A1)	\$ 200.00
Restaurants serving mixed drinks with a seating capacity of at least 101 but no more than 150 persons (A2	2) \$ 350.00
Restaurants serving mixed drinks with a seating capacity of 151 persons or greater (A3)	\$ 500.00
Non-profit or private clubs serving mixed drinks (A4)	
Peddlers and other persons selling perishable goods place to place or at a temporary location (PE)	<b>A</b> = <b>A A A</b>
Itinerant merchant or itinerant event sponsor (IT)	<b>A - A A A</b>