



Form submittal required for any Business as defined on reverse.  
**License Fee: \$40**  
*After the Fact Fee: See Below*

## Business License

Town of Onancock 15 North Street • Onancock, VA • 23417

**The cost of a Business License filed on time is \$40.00.**  
**The fee for a renewal filed after April 30, 2026, is based on business gross receipts.**

Renewal License	New License	Out of Business
-----------------	-------------	-----------------

**BUSINESS INFORMATION:**

Business Legal Name: \_\_\_\_\_  
 Business Name (DBA): \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Telephone, EIN, and Email: \_\_\_\_\_  
 Owner Name: \_\_\_\_\_  
 Owner Telephone and Email: \_\_\_\_\_  
 After Hours Contact Name and Telephone: \_\_\_\_\_

Business License Fee Calculation	Due by April 30, 2026
(1) Business License Fee	\$40.00
(2) Gross Sales – Calendar 2025	\$
(3) Tax Rate	0.0018
(4) Business License Tax (Gross Sales * Tax Rate)	\$
(5) Total Business License Fee and Tax (1)+(4)	\$
(6) Date Received in Town Hall	
(7) <b>Discount if received before April 30</b> (subtract line 4) <i>(if received after 4/30/26, this discount is zero)</i>	
(8) Net Business License and Tax (Line 4 less line 7)	

Owner Signature and Date: \_\_\_\_\_

## **Sec. 16-380. License requirement.**

- (a) Every person engaging in the town in any business, trade, profession, occupation, or calling (collectively hereinafter, "a business," as defined in this article), unless otherwise exempted by law, shall apply for a license for each such business if:
- (1) Such a person maintains a definite place of business in the town.
  - (2) Such person does not maintain a definite place of business anywhere, but does reside in the town, which residence, for this article, shall be deemed a definite place of business; or
  - (3) There is no definite place of business, but such person operates amusement machines, is engaged as a peddler or itinerant merchant, peddler, carnival, or circus as specified in Code of Virginia, § 58.1-3717, 58.1-3718 or 58.1-3728, respectively, or is a contractor subject to Code of Virginia, § 58.1-3715, or is a public service corporation subject to Code of Virginia, § 58.1-3731.
- (b) A separate license shall be required for each definite place of business. A person engaged in two or more businesses or professions carried on at the same place of business may elect to obtain one license for all such businesses and professions if all the following criteria are satisfied:
- (1) Each business or profession is licensable at the location and has satisfied any requirements imposed by state law or other provisions of the ordinances of the town.
  - (2) All of the businesses or professions are subject to the same tax rate, or, if subject to different tax rates, the licensee agrees to be taxed on all businesses and professions at the highest rate; and
  - (3) The taxpayer agrees to supply such information as the assessor may require concerning the nature of the several businesses and their gross receipts.

(Code 1989, § 12-3(a); Ord. of 12-9-1996)

State law reference(s)—Similar provisions, Code of Virginia, § 58.1-3703.1A.1.

## **Operating a Business without a License.**

Operating a business without a license is a serious matter and is punishable by fines and consequences which may include an injunction on operating a business in the Town of Onancock. Each day the business is out of compliance shall constitute a separate offense. The fine of 10% of the amount of the Net Business License and Tax, together with a \$150.00 service fee shall be collected by the town according to the same procedures and in the same manner as real estate taxes and shall be a real estate tax lien upon the said land.

## **Zoning Violations.**

Operating a business in a zoning district that prohibits that use is punishable by daily fines ranging from \$100.00 to \$1,000.00. Each day the business is out of compliance shall constitute a separate offense. These fines and a \$150.00 service fee per occurrence shall be collected by the town under the same procedures and in the same manner as real estate taxes and shall be a real estate tax lien upon said land.