



COMMISSIONER OF THE REVENUE

BUSINESS LICENSE TAX LIABILITY FORM

****ATTACH LIST OF ALL OWNERS/OFFICERS****

| | |
|------------------|--|
| FED ID OR SSN#: | <input type="checkbox"/> SOLE PROPRIETOR <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LLC <input type="checkbox"/> S-CORP |
| OWNER(S): | |
| TRADE NAME: | DATE BUSINESS BEGAN IN SALEM: |
| MAILING ADDRESS: | SALEM BUSINESS LOCATION: |
| BUSINESS PHONE: | EMAIL ADDRESS: |

FILING, REMITTANCE, & PENALTY

Pursuant to City of Salem Code 22-43.1 every person shall apply for a license for each business or profession before engaging in a business in the City of Salem. Business Licenses are renewed annually on or before March 1 each year. Upon payment a business license decal will be issued which is required to be posted in general view of the public. A penalty of 10% of the tax or \$10, whichever is greater not to exceed the amount of the tax shall be imposed on all payments not received on or before March 1ST of each year. Interest will also accrue at a rate of 10% per annum.

Failure to comply with the provisions as set forth in the City of Salem Code is punishable as a criminal offense. Each violation constitutes a separate offense. A criminal conviction does not relieve such person from the payment of the tax. Corporate/partnership officers, directors, and members are personally liable and personally responsible for payment of said tax.

OWNER/OFFICER LIABLE FOR TAX FILING AND REMITTANCE

| | | |
|----------------------------|-------------|------|
| FULL LEGAL NAME (1) PRINT: | DATE: | SSN: |
| ADDRESS: | HOME PHONE: | |
| FULL LEGAL NAME (2) PRINT: | DATE: | SSN: |
| ADDRESS: | HOME PHONE: | |

- I ATTEST BY SIGNING BELOW THAT I AM THE PARTY RESPONSIBLE FOR FILING AND REMITTING THE LOCAL BUSINESS LICENSE TAXES FOR THE ENTITY NAMED ABOVE. I UNDERSTAND THAT FAILURE TO FILE AND PAY THIS TAX BY MARCH 1ST OF EACH YEAR MAY RESULT IN A PENALTY AND INTERST BEING ASSESSED AGAINST MY ACCOUNT. FAILURE TO COMPLY WITH ANY PROVISION OF THE TAX ORDINANCES REGARDING LOCAL BUSINESS LICENSE TAX SHALL BE PUNISHABLE AS A CRIMINAL OFFENSE.
- I ACKNOWLEDGE THE CITY OF SALEM BUSINESS ACCOUNTS WILL REMAIN ACTIVE AND LIABLE FOR BUSINESS TAXES UNTIL A BUSINESS CLOSURE FORM IS RECEIVED BY THE CITY OF SALEM COMMISSIONER OF THE REVENUE.

| | | | |
|-----------------------------------|---------------------|---------------|---|
| _____ ELECTRONIC SIGNATURE (1) | _____ LAST 4 SSN | _____ DATE | *ATTACH CURRENT DRIVERS LICENSE/PASSPORT |
| _____ ELECTRONIC SIGNATURE (2) | _____ LAST 4 SSN | _____ DATE | *ATTACH CURRENT DRIVERS LICENSE/PASSPORT |

Electronic Signature Disclaimer:

By signing electronically, you agree that your electronic signature is valid and binding, the same as if you had signed the document in person. You acknowledge that you have read, understood, and consented to the terms and conditions of the document, and that your signature confirms your intent to be legally bound by its contents. You further agree that this signature may be used as evidence in a court of law or other legal proceedings.