



TOWN OF COLONIAL BEACH  
 315 Douglas Avenue - P.O. Box 450  
 Colonial Beach, Virginia 22443  
 (804) 224-7183  
 Aschaefer@colonialbeachva.gov

The information provided on this form is confidential under VA Code §58.1-3.

**APPLICATION FOR 2026 BUSINESS LICENSE**

**May 1, 2026 - April 30, 2027**

**Due May 1st, along with your gross receipts verification.**

BUSINESS NAME: \_\_\_\_\_

BUSINESS OWNER'S NAME(S): \_\_\_\_\_

Check Box  
 If New Business

If the business is organized as a limited partnership, name the general partner.

Sole Proprietorship  LLC  PLLC  Partnership  Limited Partnership  Corporation

OTHER TRADE NAMES: \_\_\_\_\_ STATE WHERE ORGANIZED: \_\_\_\_\_

BUSINESS DESCRIPTION: \_\_\_\_\_

FEIN / TIN / SSN / OR TAX ID AS APPLICABLE: \_\_\_\_\_

STATE LICENSE# / DPOR# (Attach copy if applicable) \_\_\_\_\_

BUSINESS STREET ADDRESS: \_\_\_\_\_

MAILING ADDRESS (if different): \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ EMERGENCY PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

**BUSINESS CLASSIFICATION**

(Please check one)

**TAX RATE**

per \$100 of Gross Receipts

_____ Financial Services	.20
_____ Professional Occupation	.20
_____ Real Estate Services	.20
_____ Short Term Rentals	.20
_____ Hotel, Motels, Lodging, Etc.	.20
_____ Builders, Developers, Trade Contractors*	.16
_____ Retail Merchant	.20
_____ Repair, Personal, Business, or Other	.20
_____ Wholesale Merchant	.05
_____ Utility Provider	.005

**I hereby certify that the following information is correct:** (Town Code §13.1) Certification is not required from beginner business.

Annual Gross Receipts = \$ \_\_\_\_\_

Divide by 100 = \$ \_\_\_\_\_

Multiply by Tax Rate = \$ \_\_\_\_\_

**PLEASE NOTE \$30.00 MINIMUM FEE**

Add Other Fees (see reverse) \$ \_\_\_\_\_

**Total License Amount = \$ \_\_\_\_\_**

**All applications are subject to audit.**

\*Out of Town Contractors: Provide current locality license

See reverse side for Other Classifications. Misc. and ABC License Required Fees →

\_\_\_\_\_  
 Business Owner Signature Title Date

**FOR OFFICE USE ONLY**

License Fee: \$ _____	Check No. _____	Use Approved by Z/ A on: _____
Penalty (if any) \$ _____	Cash Receipt No. _____	COO Issued by PWC on: _____
Interest: \$ _____		
Total Paid: \$ _____	Date Paid _____	By: _____

**OTHER MISC CLASSIFICATIONS AND FEES: Annual Fees**

**13.1-10(b)(6) CARNIVALS**

\$100.00 PER DAY \_\_\_\_\_ # OF DAYS

**13.1-26 ALCOHOLIC BEVERAGES RETAIL**

ABC LICENSE PERMIT: \_\_\_\_\_

ON OR  OFF ONLY premises beer only - \$25.00

ON OR  OFF ONLY premises wine & beer - \$37.50

ON AND OFF premises beer only - \$50.00

ON AND OFF premises beer & wine - \$75.00

**13.1-27 ALCOHOLIC BEVERAGES - MIXED BEVERAGES**

≥50 SEATS = \$200.00

≥100 SEATS = \$350.00

≥150 SEATS = \$500.00

Private, nonprofit club \$350.00

Caterer = \$500.00

Special Events; \$100.00 per day

**13.1-28 COIN-OPERATED MACHINES - OPERATORS LICENSE**

LESS THAN 10 = \$150.00

≥ 10 = \$200.00

**13.1-31 AUTOMOBILE GRAVEYARDS**

\$250.00

**13.1-10 (e) PEDDLERS**

All Peddlers Over \$15,000.00 are required to have a retail Business License.  
Special Event Peddlers under \$15,000 in sales pay per SPECIAL EVENT APPLICATION.

*Thank you for doing business in Colonial Beach.*