



Business Closure Form

The Business Closure form is used when a business operating in Washington County has ceased operations permanently or has ceased operations in Washington County and moved to a different jurisdiction.

Fill out the form below as it applies to the changes in your business. Be sure to include the status of any assets.

Our office is open from 8:00 am until 5:00 pm, Monday through Friday, except for county holidays. Appointments are not necessary. If you have any questions about this form, you can reach the office by telephone and by email. Responses can be mailed, emailed or faxed.

Business Name: _____

Is the Business closed? _____ (yes/no) Closed Date: _____

Did the business close and move to another jurisdiction? _____ (yes/no)

Move Date: _____ Contact Name: _____

New Address: _____

Telephone: _____ Fax: _____ Email: _____

Status of Assets

Disposed of _____ (yes/no) Disposal Date: _____

Personal Use _____ (yes/no) Change Date: _____

Sold _____ (yes/no) Sold Date: _____

Signature: _____ Date: _____

Printed Name: _____ Title: _____

Received Date: _____ COR: _____

1 GOVERNMENT CENTER PLACE, SUITE C
ABINGDON, VIRGINIA 24210
276.676.6270 REAL ESTATE: 276.676.6271
FAX: 276.676.6530 EMAIL: mmatney@washcova.com