



**FREDERICK COUNTY, VIRGINIA
ELLEN E. MURPHY, COMMISSIONER OF THE REVENUE**

107 North Kent Street, Winchester VA 22601 • PO Box 552, Winchester VA 22604-0552

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Account No.:	_____
License Effective Dates:	_____

**APPLICATION FOR VENDOR LICENSE
FOR EVENT/SHOW/FESTIVAL**

- Please read the relevant Business License and Taxation provisions of Chapter 155 of the Frederick County Code.
- If Vendor has been granted a recognition of exemption from federal taxation (e.g., under section 501(c)(3)) by the IRS, please attach a copy of the document evidencing such IRS exemption recognition to this Application.
- Vendor license must be obtained by all out-of-jurisdiction vendors pursuant to Frederick County Code § 155-100 and by all other vendors pursuant to Frederick County Code § 155-73.
- Vendor license fee is \$30 per event/show/festival. Payment can be made by check payable to the “Frederick County Treasurer” and included with this application or can be done online at www.fredtax.com once the Vendor has received notification from COR that the application has been processed and is available for online payment.
- Vendors who sell food and drink may be subject to additional Meals Tax requirements per the Frederick County Code § 155-117 through § 155-130 and VA State Code § 58.1-3833, including the collection & remittance of a separate Meals Tax.
- The issuance of this License does not relieve the licensee of the obligation to comply with the requirements or regulations of the Department of Health, Fire & Rescue Department, Alcoholic Beverage Control Board, and/or all other applicable State or local agencies or County Departments and to maintain in full force and effect all other applicable licenses and permits.

EVENT INFORMATION

Event Title/Name:	_____	Event Date(s):	_____
Event Location:	_____		
Sponsor Name:	_____		
Sponsor Address:	_____		
Sponsor Contact:	_____	Contact Phone:	_____

VENDOR (APPLICANT) INFORMATION

Vendor Name:	_____			
Trading As/Fictitious Name (if applicable):	_____			
Business Entity & Names/Titles: • Officers (Pres., V.P., Sec., Treas.) • Directors • Partners • Members	Check one: <input type="checkbox"/> Sole Proprietor/Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership			
	<input type="checkbox"/> Other (specify): _____			
	Name _____	Title _____	Name _____	Title _____
	Name _____	Title _____	Name _____	Title _____
Mailing Address:	_____			
Physical Address:	_____			
Business Phone:	_____	Fax:	_____	
Contact Person:	_____	Contact Phone:	_____	
Email Address:	_____			
Federal EIN / SSN:	_____			
VA Sales Tax No.:	_____	OR VA Sales Tax Exemption No.:	_____	
Description of Items for Sale:	_____		Do you intend to sell food/beverages? <input type="checkbox"/> Yes <input type="checkbox"/> No	

CERTIFICATION

This application with signature confirms that Applicant has complied with all the requirements of the Frederick County Code. If the Applicant is a business entity such as a trust, partnership, limited liability company, or corporation, it must be signed by a member, partner, executive officer, or other person specifically authorized in writing by the trust, partnership, limited liability company, or corporation to sign. **It is a misdemeanor for any person to willfully subscribe a return which is not believed to be true and correct as to every material matter. (Code Va. Sec. 58.1-11)**

I, the undersigned, do swear or affirm under penalty of perjury that (1) the information herein is true, complete, and correct to the best of my knowledge and belief, (2) I understand the limits of this License, and (3) I am an individual, the business owner, or a member, partner, executive officer, or other person specifically authorized by the business in writing to sign on its behalf.

Signature

Print Name

Title or Capacity for Signing

Date