



BUSINESS LICENSE INFORMATION CHANGE FORM

Business or DBA Name and Mailing Address Changes

IMPORTANT: Business address may not be changed for business location. A new occupational tax application is required for business location changes.

Current Business Information

Current Business License Number:

Tax Year:

Current Legal Business Name:

Current DBA Name (if applicable):

Current Mailing Address:

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Requested Changes

Legal Business Name Change

DBA Name Change

Mailing Address Change

New Legal Business Name:

New DBA Name (if applicable):

New Mailing Address:



Contact Information

Contact Person:

Title:

Phone Number:

Email Address:

Reason for Change

Please explain the reason for this change:



Certification and Signature

I hereby certify that the information provided on this form is true and correct to the best of my knowledge. I understand that providing false information may result in penalties and/or revocation of business license.

Signature of Business Owner/Authorized Representative

Date

Print Name: