

FORM PUBUTIL (REV. 11/23)	
FORM DUE:	PAYMENT DUE:
March 1 (or first business day thereafter)	April 1 (or first business day thereafter)
NOTE: 10% non-filing penalty charged after March 1	NOTE: Non-payment penalty & Interest charged after April 1

FREDERICK COUNTY, VIRGINIA
 Commissioner of the Revenue
 P.O. Box 552, Winchester VA 22604-0552
www.fcva.us/cor
 Phone: 540-722-8335
 Email: hlargent@fcva.us

License Year: 2024 ** OFFICE USE ONLY ** Date Received: _____ Penalty: Y N Check No.: _____ Amount _____ Difference: _____ Penalty: Y N Initials: _____

PUBLIC UTILITY LICENSE TAX

Account No. _____

Last 4 Digits of FEIN/SSN:			
Email Address:			
Business Phone:		Fax:	
Contact Person:			
Contact Phone No.:			
Business (Physical) Address:			

If business no longer in operation, indicate date business closed/moved: _____.
 Sign, date, and return form to address listed above.

The license tax for the privilege to any person, firm or corporation engaged in the business of providing telephone, telegraph, water, heat, light or power service in Frederick County shall be ½ of 1% of the preceding year's gross receipts. In the case of telephone companies, charges for long distance calls shall not be included in gross receipts for purposes of license taxation. § 155-104 of the Frederick County Code.

INSTRUCTIONS

- All businesses engaged in providing a public utility service in Frederick County must complete and return this form by March 1. Failure to return the form by March 1 will result in a 10% non-filing penalty fee.
- All businesses engaged in providing a public utility service in Frederick County must make payment by April 1. Payment can be made online, in person at the Treasurer's Office, or by mail with a check made payable to Treasurer of Frederick County and sent to PO Box 225, Winchester VA 22604. Failure to pay by April 1 will result in a non-payment penalty and interest fee.
- **ANY QUESTIONS:** Call Heidi Largent at 540-722-8329 or email at hlargent@fcva.us.

2023 Gross Receipts				Tax
\$ _____	x 1% (.01) =	\$ _____	x ½ (.50) =	\$ _____

10% late Filing Penalty AFTER MARCH 1

TOTAL

CERTIFICATION

The owner must sign and date this form. If the business is an 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 declare, under penalty of perjury, (1) that the foregoing information is complete, true, and correct to the best of my knowledge and belief, and (2) that I am the owner or a member, partner, executive officer, or other person specifically authorized in writing to sign.

Authorized Signature

Print Name

Print Title or Signing Capacity

Email

Date