



# TAZEWELL COUNTY BUSINESS REGISTRATION FORM

Commissioner of the Revenue  
135 Court ST, Suite 301  
TAZEWELL VA 24651-0020

PHONE: (276) 385-1235, FAX: (276) 988-5221

EMAIL: [cestep@tazewellcounty.org](mailto:cestep@tazewellcounty.org), [richardson@tazewellcounty.org](mailto:richardson@tazewellcounty.org)

**To register your business with Tazewell County, please complete and return this form to the Commissioner's Office. Voluntary Registration will help Tazewell County obtain Grants to Assist Local Businesses and Identify Workforce Training Needs to Support our Local Employers.**

Business Start Date in Tazewell: \_\_\_\_\_

Business Name: \_\_\_\_\_

Physical Address of Business: \_\_\_\_\_

Mailing Address of Business: \_\_\_\_\_

Phone Number of Business: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Number of Full Time Employees: \_\_\_\_\_ Number of Part Time Employees: \_\_\_\_\_

Please Check One:

Sole Proprietor  Partnership  LLC  Incorporated  Other (explain): \_\_\_\_\_

Federal Identification Number: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Contact Person(s) & Phone Number(s): \_\_\_\_\_

**CONSENT TO RECEIVE AND RELEASE:**

I, \_\_\_\_\_ (business owner) hereby authorize  
\_\_\_\_\_ as my agent/representative to receive and release confidential information  
related to my business account unless and until revoked in writing to the Commissioner of the Revenue.

I declare that the foregoing information is true, complete and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Helpful Websites:

[www.irs.gov](http://www.irs.gov)

(federal forms & SS-4 form to obtain Tax ID)

[www.tax.virginia.gov](http://www.tax.virginia.gov)

[www.tax.virginia.gov/taxforms/Business/Registration/R-1.pdf](http://www.tax.virginia.gov/taxforms/Business/Registration/R-1.pdf)

(registration of business name, locations, & tax types)

[www.business.virginia.gov](http://www.business.virginia.gov)

[www.scc.virginia.gov](http://www.scc.virginia.gov)

[web.tazewellcounty.org](http://web.tazewellcounty.org)

Other County Department Contact Info:

Planning Commission / Planning(276) 385-1217  
Location: 106 E Main St, Tazewell, VA 24651  
Department of Building Safety/Engineering

Health Department (276) 988-5585  
Location: 253 Chamber Dr, Tazewell, VA 24651  
(behind Magic Mart)

Commissioner of Revenue office(276) 385-1235  
Location: 101 E Main St, Suite 201  
Tazewell, VA 24651

For Office Use Only:

Date Received: \_\_\_\_\_

Existing Acct #: \_\_\_\_\_

Effective Year: \_\_\_\_\_

Received By: \_\_\_\_\_

New Acct #: \_\_\_\_\_