

Instructions for Town of Broadway's Business License

Chapter 54 from the Broadway Town Ordinances establish License Requirements to conduct Business within the Town. If you have any questions contact the Town Office at (540) 896-5152.

Every person shall apply for a license for each business or profession when engaging in a business in this jurisdiction

All license taxes become due and payable on or before January 31 of the license tax year. (For license taxes based on gross receipts, penalty for late payment will begin March 1)

: A penalty of ten percent, or ten dollars, whichever is greater, shall be added to all license taxes which are delinquent and unpaid on the due date.

Unless otherwise specifically provided, no license tax imposed under this Title shall be less than twenty-five dollars (\$25.00).

Tax Schedule

Retail Sales

The License tax imposed on a person engaged in retail sales is based upon gross receipts from the business during the preceding calendar year. The fee schedule is as follows:

<u>Gross Receipts</u>	<u>Fee Schedule</u>
First \$0-\$1,500,000	\$.08 per \$100
Amount in excess of \$1,500,000	\$.05 per \$100

Wholesale merchants

All wholesale merchants and peddlers at wholesale shall pay an annual license based upon gross purchases from the business during the preceding calendar year.

<u>Gross Purchases</u>	<u>Fee Schedule</u>
First \$0-\$1,500,000	\$.03 per \$100
Amount in excess of \$1,500,000	\$.025 per \$100

Contractors

The state code requires contractors to provide Certification of Workers Compensation coverage when applying for a business license. The license tax imposed upon contractors is based upon gross receipts from the business during the preceding calendar year.

<u>Gross Receipts</u>	<u>Fee Schedule</u>
First \$0-\$1,500,000	\$.08 per \$100
Amount in excess of \$1,500,000	\$.05 per \$100

Contractor whose principal office is located outside the Town.

When a contractor has paid a local license tax in the city, town or county of his principal office other than this Town, no further license shall be required by the Town for conducting business herein except where the amount of business done in the Town exceeds the sum of \$25,000.00 in one year, in which case the excess shall be subject to tax as provided under this Part.

Financial, Real Estate and Professional Services

The license tax imposed on a person engaged in a financial, real estate, or professional service is \$0.20 per \$100.00 of gross receipts from the business during the preceding calendar year.

Repair, Personal, Business, and Other Services

The license tax imposed on a person engaged in repair, personal, or business service is based upon gross receipts from the business during the preceding calendar year.

<u>Gross Receipts</u>	<u>Fee Schedule</u>
First \$0-\$1,500,000	\$.08 per \$100
Amount in excess of \$1,500,000	\$.05 per \$100

Alcoholic Beverages

(A) For each retail off-premises beer license: \$25.00 per annum.

(B) For each retail off-premises wine and beer license: \$37.50 per annum.