

**Closure Form**

- I am the (circle one) owner/officer/ authorized party for the following business:

Business Name: \_\_\_\_\_  
Doing Business As: \_\_\_\_\_  
Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

- Please close the business license account as of \_\_\_\_\_.

This business:

Closed- **Any delinquent taxes and fees due at the time of closing still need to be paid.**

Relocated- New address: \_\_\_\_\_  
\_\_\_\_\_

Restructured and requires new licensing.

Sold- New Owner Information: Name \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

**Please Note:** If your business has Federal ID # or FEIN; Files tax returns under that number; and is physically located and/or operating in the **unincorporated boundaries of Jasper County, the business is required to keep a current Jasper County business license.** Also, if you are a legal business registered with the South Carolina Secretary of State- Please provide a copy of dissolution.

**I certify that all business personal property taxes due and payable to the county have been paid, and the above business name is the same as reported on documents filed with the state and federal governments.**

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\*Please Note: An individual acting as an authorized party must provide a letter of authorization on company letterhead or a notarized letter signed by an owner/officer to act on behalf of the company.

**This request for cancellation is limited to licenses issued by Jasper County.**

Business Official's signature \_\_\_\_\_ Date: \_\_\_\_\_

