

Radford City, Virginia
Cathy Flinchum, Commissioner of the Revenue
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**APPLICATION FOR VENDOR LICENSE
 FOR EVENT/SHOW/FESTIVAL**

- Vendor license must be obtained by all vendors.
 - Payment must be remitted with application.
 - Vendors who sell food and drink will be subject to additional Meals Tax requirements.
- The issuance of this License does not relieve the licensee of the obligation to comply with the requirements or regulations of the Department of Health, Fire & Rescue Department, Alcoholic Beverage Control Board, and/or all other applicable State or local agencies or County Departments and to maintain in full force and effect all other applicable licenses and permits.

EVENT INFORMATION			
Event Title/Name:		Event Date(s):	
Event Location:			
Sponsor Name:			
Sponsor Address:			
Sponsor Contact:		Contact Phone:	
VENDOR (APPLICANT) INFORMATION			
Vendor Name:			
Trading As/Fictitious Name (if applicable):			
Business Entity & Names/Titles: • Officers (Pres., V.P., Sec., Treas.) • Directors • Partners • Members	Check one: <input type="checkbox"/> Sole Proprietor/Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership <input type="checkbox"/> Other (specify): _____		
	Name _____	Title _____	Name _____
	Name _____	Title _____	Name _____
	Name _____	Title _____	Name _____
	Name _____	Title _____	Name _____
Mailing Address:			
Physical Address:			
Business Phone:		Fax:	
Contact Person:		Contact Phone:	
Email Address:			
Federal EIN / SSN:			
VA Sales Tax No.:		OR VA Sales Tax Exemption No.:	
Description of Items for Sale:			Do you intend to sell food/beverages? <input type="checkbox"/> Yes <input type="checkbox"/> No

CERTIFICATION

If the Applicant is a business 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 Virginia Section 58.1-11)**

I, the undersigned, do swear or affirm under penalty of perjury that (1) the information herein is true, complete, and correct to the best of my knowledge and belief, (2) I understand the limits of this License, and (3) I am an individual, the business owner, or a member, partner, executive officer, or other person specifically authorized by the business in writing to sign on its behalf.

 Signature Print Name Title or Capacity for Signing Date