



Irv Johnson, Assessor  
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Personal Property (304) 526-8601  
Business (304) 526-9717  
Valuation (304) 526-8687  
Real Estate (304) 526-9899  
Fax (304) 526-9898

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### DECLARATION OF CLOSURE OF BUSINESS/ LICENSE ONLY

In order for the Assessor's office to deactivate your business account, the following must be completed and notarized.

Name of business, corporation or owner name  
\_\_\_\_\_

Contact telephone number  
\_\_\_\_\_

Account number  
\_\_\_\_\_

Date business was closed \_\_\_\_\_ sold (if applicable) \_\_\_\_\_

To whom \_\_\_\_\_

Is there any inventory left at business site  
\_\_\_ Yes \_\_\_ No (account will not be deactivated until inventory is removed)

**Inactive** – License only \_\_\_\_\_

I \_\_\_\_\_ (print name)

\_\_\_\_\_ (signature)

state that the above information is correct  
and that I am aware that I may be subject to criminal prosecution in the event the above  
statement herein contained is not true.

#### NOTARY:

State of: \_\_\_\_\_ County of: \_\_\_\_\_

I \_\_\_\_\_, a Notary Public, in and for the aforesaid County and  
State, do certify that \_\_\_\_\_ personally appeared before me and  
signed the above writing, bearing date the \_\_\_\_\_ day of \_\_\_\_\_,  
and has this day acknowledged the same before me in my said County.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

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