



**County of Fluvanna**  
**OFFICE OF THE COMMISSIONER OF THE REVENUE**  
P. O. BOX 124 | 34 PALMYRA WAY  
PALMYRA, VIRGINIA 22963-0124  
TEL. (434) 591-1940 | FAX. (434) 591-1941

**BUSINESS INFORMATION FORM**

*PLEASE COMPLETE AND RETURN FORM TO REGISTER A NEW BUSINESS, TO MAKE CHANGES TO AN EXISTING BUSINESS OR TO REPORT CLOSURE OF AN EXISTING BUSINESS.*

All business owners, including home-based businesses, are required to report their business to the Office of the Commissioner of the Revenue for the annual assessment of tangible business personal property. All property located in Fluvanna County on January 1, used or unused, or available for use, is taxable. By completing this form, you are stating the business is, or was, operating in Fluvanna County and is, or was, subject to assessment of tangible business personal property. Each business will receive a tangible business personal property return form each January to complete and return for the applicable tax year.

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

Business Mailing Address: \_\_\_\_\_  
*Street*

\_\_\_\_\_  
*City State Zip Code*

Federal EIN/TIN: \_\_\_\_\_ Business Industry: \_\_\_\_\_

Check One: ☐ Opening a Business ☐ Closing a Business ☐ Business Informational Update

Date of Business Opening or Closure: \_\_\_\_\_

Business Physical Address: \_\_\_\_\_  
*(if different from mailing) Street*

\_\_\_\_\_  
*City State Zip Code*

Preferred Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

*Please return completed form via any of the following methods: mail to the post office box listed at the top of this form, email to [meganmorris@fluvannacounty.org](mailto:meganmorris@fluvannacounty.org), fax to (434) 591-1941 or drop off at the Office of the Commissioner of the Revenue, or leave in the Commissioner of the Revenue drop-box, both located at 34 Palmyra Way, Palmyra VA 22963.*