



August 10, 2012

VALTA

**Virginia Association
of Local Tax Auditors**

ONLINE FILING

Bev Rosato,

Chief Administrator - Business Division

Frederick County Commissioner of the Revenue

ONLINE FILING OPTIONS

The image displays two overlapping screenshots of the Frederick County, Virginia website, specifically the online filing options page. The top screenshot shows the 'Business License' section, and the bottom screenshot shows the 'Consumer Tax Filing' section. A large, semi-transparent banner with the URL www.frederickcountyva.gov/biztax is overlaid across both screenshots.

Frederick County, Virginia - Microsoft Internet Explorer provided by FC Gov Information Technologies

FREDERICK COUNTY, VIRGINIA
Ellen E. Murphy - Commissioner of the Revenue
[e-mail Ellen Murphy](#)

Business License
Select one

- ☐ New Business License Application
- ☐ Renew/Add License Type
- ☐ Change mailing address, phone numbers or email
- ☐ Moving a Business to a new location
- ☐ Closing an existing Business

Consumer Tax Filing
Consumer Tax Option

Select Consumer Tax Type:
[Change mailing address, phone](#)

- UTILITY TAX
- LODGING
- MEALS
- SHORT TERM RENTAL

Left Sidebar (Business License):

- e-Commissioner
- [Commissioner Options](#)
- [View Property Cards](#)
- [File Consumer Tax](#)
- [Renew Business License](#)
- [Register Vehicle](#)
- [e-Commissioner Home](#)
- [Return](#)
- [e-Treasurer Home](#)
- [Frederick County Home](#)

Left Sidebar (Consumer Tax Filing):

- e-Commissioner
- [Commissioner Options](#)
- [View Property Cards](#)
- [File Consumer Tax](#)
- [Renew Business License](#)
- [Register Vehicle](#)
- [e-Commissioner Home](#)
- [Return](#)
- [e-Treasurer Home](#)
- [Frederick County Home](#)

Taskbar (Top Screenshot): start, Inbox - Microsoft..., Microsoft Office..., PCSWS.EXE

Taskbar (Bottom Screenshot): start, Inbox - Microsoft..., Microsoft Office..., PCSWS.EXE, Microsoft PowerPo..., Frederick County, ... 11:27 AM

BUSINESS LICENSE APPLICATION



FREDERICK COUNTY, VIRGINIA
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[e-Commissioner](#)
[Commissioner Options](#)
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[Return](#)
[e-Treasurer Home](#)
[Frederick County Home](#)

Business Information

Trade Name:

Trade Name2: ☐ Copy Mailing Address

Apartment#:

Street#: Street Direction: Street Name:

City:

State:

Zip:

Phone:

Date Business Established:

Local Contact Person:

Detailed Business Activity Description:

(50 characters Max.)

[Register Vehicle](#)
[e-Commissioner Home](#)
[Return](#)
[e-Treasurer Home](#)
[Frederick County Home](#)

Business Classifications

Business Classification Subject to Review by Commissioner of the Revenue.

Select License Type	Enter Date Type was Established	
1.		(mmddyyyy)
2.		(mmddyyyy)
3.		(mmddyyyy)
4.		(mmddyyyy)
5.		(mmddyyyy)
6.		(mmddyyyy)

[File Consumer Tax](#)
[Renew Business License](#)
[Register Vehicle](#)
[e-Commissioner Home](#)
[Return](#)
[e-Treasurer Home](#)
[Frederick County Home](#)

Your Business License cannot be issued until all applicable forms have been submitted.

[Pay Now Online](#)

FREDERICK COUNTY CONTRACTORS WHO HAVE A VIRGINIA STATE CONTRACTOR'S LICENSE	- Contractor's Certificate of Insuring Liability for Worker's Compensation Form - Virginia State Contractor License Information Form - Virginia Tradesman License Information Form, if applicable - List of Subcontractors Request Form - Gross Receipts Calculation Form - Form 742B - Return of Tangible Property - Business Equipment
FREDERICK COUNTY CONTRACTORS WHO DO NOT HAVE A VIRGINIA STATE CONTRACTOR'S LICENSE	- Contractor's Certificate of Insuring Liability for Worker's Compensation Form - Contractor Statement and Affidavit - List of Subcontractors Request Form - Gross Receipts Calculation Form - Form 742B - Return of Tangible Property - Business Equipment
OUT-OF-JURISDICTION	- Contractor's Certificate of Insuring Liability for Worker's Compensation Form - Virginia State Contractor License Information Form



BUSINESS LICENSE APPLICATION

[EMAIL NOTIFICATION]

New Internet Business Application

From: mloghome@shentel.net
Sent: Thursday, August 02, 2012 2:24 PM
To: Beverly Rosato

A new Internet Business application for MASON & NONNA PHOTOS INC has been submitted and is waiting approval. Please use TX0123 option 45 to approve or reject this request.

2012: Online filers of
new BL application = 85

BUSINESS LICENSE RENEWAL

Frederick County, Virginia - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/tzapps/bizlicenseindex.htm

File Edit View Favorites Tools Help

Frederick County, Virginia

FREDERICK COUNTY, VIRGINIA

Ellen E. Murphy - Commissioner of the Revenue

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Renew Business Licenses for SHUBERTS PLACE TEST

e-Commissioner

Commissioner Options

[View Property Cards](#)

[File Consumer Tax](#)

[Renew Business License](#)

[Register Vehicle](#)

[e-Commissioner Home](#)

Return

[e-Treasurer Home](#)

[Frederick County Home](#)

Tax Year: 2012

Name: SHUBERT TEST

Address: 202 FALCON TRL
WINCHESTER VA
22602

Social Security #: *****1113

Federal ID#: 16515

Acct#: 16515

Zip: 22602

Enter Actual or Estimated Gross Receipts for each Business License Type listed below. Gross Receipts must be entered without a dollar sign and as a rounded whole number without a decimal point or cents. Example: Enter "4321" rather than \$4,320.85. Enter "0" for zero dollars. Then click the "Calculate Tax" button to compute tax.

Add New License Type

Enter Actual or Estimated Gross Receipts for each Business License Type listed below. Gross Receipts must be entered

MISCELLANEOUS CONTRACTOR

Enter Actual Gross Receipts from January 2011 through December 2011

Enter Estimated Gross Receipts from January 2012 through December 2012



[e-Commissioner Home](#)

[Return](#)

[e-Treasurer Home](#)

[Frederick County Home](#)

Business License Type	Actual Receipts	Estimated Receipts	Tax Amount
MISCELLANEOUS CONTRACTOR	\$75,000.00	\$50,000.00	\$100.00
** LATE FILING PENALTY **			\$10.00

[Previous](#)

[Submit Application](#)

Total Due - \$110.00

Review the Tax Amount(s). If the Tax Amount(s) is correct based on the Gross Receipts you entered, then click "Submit Application." If the Tax Amount(s) is not correct, then click "Previous" and enter your correct Gross Receipts.

Frederick County, Virginia - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/tzapps/bizlicenseindex.htm

File Edit View Favorites Tools Help

Frederick County, Virginia

FREDERICK COUNTY, VIRGINIA

Ellen E. Murphy - Commissioner of the Revenue

[e-mail Ellen Murphy](#)

Business License Tax Calculation for SHUBERTS PLACE TEST

Tax Year: 2012

Name: SHUBERT TEST

Address: 202 FALCON TRL
WINCHESTER VA
22602

Social Security #: *****1113

Federal ID#: 16515

Acct#: 16515

Zip: 22602

[Previous](#)

[Submit Application](#)

Total Due - \$110.00

Review the Tax Amount(s). If the Tax Amount(s) is correct based on the Gross Receipts you entered, then click "Submit Application." If the Tax Amount(s) is not correct, then click "Previous" and enter your correct Gross Receipts.

Done

Local intranet

Double-click to change security settings

BUSINESS LICENSE RENEWAL



Ellen E. Murphy
COUNTY OF FREDERICK
P. O. BOX 552
WINCHESTER, VA 22604

540-722-8336 (phone)
540-667-6487 (fax)
www.frederickcountyva.gov


Account# - 020071
Tax Year - 2012

COUNTY OF FREDERICK BUSINESS LICENSE RENEWAL APPLICATION

Renewal Applicants must file by Thursday, March 01, 2012 and pay entire amount due by Monday, April 02, 2012

TEST HEIDI1
107 N KENT ST
WINCHESTER VA 22601-5039

This Renewal is valid ONLY for this location with the exception of Contractors:
107 N KENT ST
WINCHESTER VA 22601

Proof of Gross Receipts may be Required to be submitted

Lacking proof of gross receipts is not a valid reason for filing late.

Type of License* State Code 58.1-3714 Contractors must provide <i>Contractor's Certification of Insuring Liability for Worker's Compensation in Virginia before the certificate of license can be issued.</i>	2011 Actual Gross Receipts Jan 1- Dec 31	2012 Estimated Gross Receipts Jan 1-Dec 31	Total Tax or Fee
PERSONAL, REPAIR, BUSINESS SERVICE /\$100	\$1.00	\$1.00	
** Late Filing Penalty **			
Total Amount Due			

NOTATION AND ISSUANCE OF THIS APPLICATION FOR BUSINESS LICENSE SHALL NOT BE DEEMED TO BE APPROVED TO CONDUCT THIS BUSINESS WITHOUT ZONING AND USE PERMITS APPROVED FOR THIS LOCATION

OATH - It is a misdemeanor for any person willfully to subscribe a return which is not believed to be true and correct as to every material matter (Code Va. Sec 58.1-11)

*By submitting this application I agree with the description of the "Type of License". If this business activity changes in any way, or relocates, I understand I must notify the office of the Commissioner of the Revenue.

I declare, under penalty of perjury (1) that the foregoing information is complete, true, and correct to the best of my knowledge and belief, (2) that I understand the limits of this license, and (3) that I am authorized to sign/submit on behalf of the Company.

Heidi	Owner	7/27/2012
Authorized Person to Sign/File Online	Title/Capacity to Sign	Date
hlargent@co.frederick.va.us		(540) 722-8329
Email Address		Day Time Phone#

The Tax Return of Business Tangible Personal Property and Machinery and Tools is due to be filed on or before
Thursday, March 15, 2012

2012: Online filers of
BL renewals = 2,661

RETURN OF TANGIBLE PERSONAL PROPERTY - BE

Untitled Page - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/tv_762_Request/ItemListB.aspx

File Edit View Favorites Tools Help

Return of Tangible Personal Property Business Equipment Only

Step 1 - Account Info Step 2 - Accept Instructions Step 3 - List of Owned Personal Property Step 4 - List of Leased, Rented, or Borrowed Personal Property Step 5 - Certification Step 6 - Confirmation

List Items below *** Note: Depreciation Rate is 30%.

List below OWNED tangible personal property, equipment, or tools used to operate your business, owned as of January 1, 2012 in Frederick County.

Personal Property	Original Cost	Personal Property	Original Cost
1. BUSINESS EQUIPMENT	\$0.00	2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
11.		12.	
13.		14.	
15.		16.	

Previous Done Entering items. Continue

start Inbox - Microsoft ... Document10 - Mic... Session A - [24 x 80] Session B - [24 x 80]



Untitled Page - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/tv_762_Request/ItemListB.aspx

File Edit View Favorites Tools Help

Return of Tangible Personal Property Business Equipment Only

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List Items below *** Note: Depreciation Rate is 30%.

List below OWNED tangible personal property, equipment, or tools used to operate your business, owned as of January 1, 2012 in Frederick County.

Personal Property	Original Cost	Personal Property	Original Cost
1. BUSINESS EQUIPMENT	\$0.00	2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
11.		12.	
13.		14.	
15.		16.	

Previous Done Entering items. Continue

start Inbox - Microsoft ... Document10 - Mic... Session A - [24 x 80] Session B - [24 x 80] Local intranet 100% 2:59 PM

RETURN OF TANGIBLE PERSONAL PROPERTY - BE

2012: Online BE
filers = 985

Form 762B (Rev. 09/10)

Filing Deadline: March 15

NOTE: A 10% or \$200 minimum penalty will be imposed if filed after March 15.

Frederick County, Virginia
Ellen E. Murphy, Commissioner of the Revenue
P.O. Box 552, Winchester VA 22604-0552
Phone: 540-722-8393 Fax: 540-667-6487
www.frederickcountyva.gov/tor

Account: 190837 Year: 2012

OFFICE USE ONLY
Date Ref'd to Customer: _____
Reason: _____
Date Received: _____
Status: _____
Penalty: Y/N Initials: _____

**RETURN OF TANGIBLE PERSONAL PROPERTY
BUSINESS EQUIPMENT ONLY**

Name: TEST PP CHECK
Address: 107 N KENT ST
WINCHESTER VA 22601-5039

Last 4 digits of FEIN/SSN: 1234-5678
Type of Business: _____
Email Address: indre@co.frederick.va.us
Business Phone: (540) 722-4393 Fax: 0-
Closed in Frederick Co. NO If yes, Date: _____
Contact Person: FELICIA COR
Contact Phone No.: (540) 722-4393
Business Address: 107 N KENT ST
WINCHESTER VA 22602

**** READ BEFORE COMPLETING **** (Use additional sheets if needed to provide information) ** FAX OR EMAIL COMPLETED FORM **

- Section 58.1-3518 of the Code of Virginia requires that all tangible personal property owned, leased, rented, or borrowed, as of January 1 of any year, which is used or available for use in a business/profession and which is located in Frederick County must be filed on a personal property return.
- Personal Property must be reported at the actual cost BEFORE any allowance for trade-in. Include personal property which has been expensed or fully depreciated.
- DO NOT write the words "same as last year" as this constitutes a non-filing and will result in a penalty on your tax billing.
- If zero or none is listed, an explanation describing how you are able to operate a business without tangible personal property MUST be provided. If it is not, this will constitute a non-filing and will result in a penalty on your tax billing.
- DO NOT include any DMV licensed vehicles on this form (file separately with the Commissioner of the Revenue).
- DO NOT include any Computer Software or machinery & tools used in the manufacturing process (APPROVED MANUFACTURER'S ONLY).

REPORT: Office furniture, office machines, computers used in an office capacity, fixed and portable signs, and machinery & tools NOT used in the manufacturing process. **NOTE:** All manufacturers and processors report machinery & tools used in manufacturing or processing on a 762M or 762P.

A. OWNED tangible Personal property, equipment, or tools used to operate your business, owned as of January 1, 2012

LIST BELOW OR ATTACH AN ITEMIZED LIST * NOTE: Depreciation Rate is 30% *****

Personal Property	Original Cost	Personal Property	Original Cost
1. BUSINESS EQUIPMENT	\$0.00	2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
11.		12.	
13.		14.	
		Total	\$0.00

B. LEASED, RENTED, OR BORROWED tangible personal property used/inventible for use to operate your business as of January 1, 2012

Name & Address of Owner	Start / End Dates	Description
OFFICE FURNISHINGS R US - 1234 MAIN STREET, CITY, STATE 96789	1/1/2011 - 12/31/2013	COMPUTER, TELEPHONE, DESKS, CHAIRS

CERTIFICATION

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 Va. Sec. 58-1-11)

I declare, under penalty of perjury (1) that the foregoing information is complete, true, and correct to the best of my knowledge and belief, and (2) that I am authorized to sign/submit on behalf of the Company.

FELICIA COR **DEPUTY COR** **indre@co.frederick.va.us** Date: 7/23/2012
Authorized Person to Sign/File Online Title/Capacity to Sign Email

For more information, contact: Felicia Andre at 540-722-4393 or indre@co.frederick.va.us

OFFICIAL USE ONLY: Calculated Depreciation Value =

MEALS & LODGING MONTHLY FILING

Frederick County, Virginia - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/tvapps/consumertaxindex.htm

File Edit View Favorites Tools Help

Frederick County, Virginia

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→ [Register Vehicle](#)
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[Return](#)
[e-Treasurer Home](#)
[Frederick County Home](#)

Consumer Tax Filing
Tax Type - MEALS

Account # - 404 Business Id# - *****1114
Business Name - TEST 2

Tax Period
JULY 2012

Tax Rate = 4.000000%

Enter information requested below, then click "Calculate Tax" button to compute tax.

Gross Receipts
Allowable Deductions

Previous Submit Tax Filing Calculate Tax

Frederick County, Virginia - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/tvapps/consumertaxindex.htm

File Edit View Favorites Tools Help

Frederick County, Virginia

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Consumer Tax Filing
Tax Type - MEALS

Business Id# - *****1114

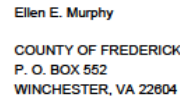
Tax Rate = 4.000000%

Enter information requested below, then click "Calculate Tax" button to compute tax.

Gross Receipts \$0.00
Allowable Deductions 0
Tax
Total Due

Previous Submit Tax Filing Calculate Tax





540-722-8338 (phone)
540-667-8487 (fax)

Account# - 000404
Tax Year - 2012

MONTHLY REPORT
MEALS

TEST 2
TEST 2
00000

Business Address:
00000

APRIL 2012: Online filers
of consumer taxes = 121

[illegible]

Test	Test Person	8/1/2012
Authorized Person to Sign/File Online	Title/Capacity to Sign	Date
abc		(123) 456-7890
Email Address		Day Time Phone#

SHORT-TERM BUSINESS PROPERTY RENTAL

Frederick County, Virginia - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/txapps/ConsumerTaxIndex.htm

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Favorites Frederick County, Virginia

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Consumer Tax Filing
Tax Type - SHORT TERM RENTAL

Account # - 403 Business Id# - *****1113
Business Name - TEST

Tax Period
JULY 2012

Tax Rate = 1.500000%

Enter information requested below, then click "Calculate Tax" button to compute tax.

Gross Receipts
Allowable Deductions

Previous Submit Tax Filing Calculate Tax

Frederick County, Virginia - Microsoft Internet Explorer provided by FC Gov Information Technologies

https://taxes.co.frederick.va.us/Applications/txapps/ConsumerTaxIndex.htm

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Favorites Frederick County, Virginia

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→ [Register Vehicle](#)
[e-Commissioner Home](#)
[Return](#)
[e-Treasurer Home](#)
[Frederick County Home](#)

Consumer Tax Filing
Tax Type - SHORT TERM RENTAL

Business Id# - *****1113

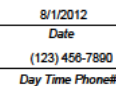
Tax Rate = 1.500000%

Enter information requested below, then click "Calculate Tax" button to compute tax.

Gross Receipts \$0.00
Allowable Deductions 0
Tax
Total Due

Previous Submit Tax Filing Calculate Tax





1st QUARTER 2012: Online filers
for short-term rental taxes = 14