



Town of Essex

BUSINESS CERTIFICATE

EXPIRATION DATE:

(4 Years From Date of Issue)

Renewal \_\_\_\_ New \_\_\_\_

In conformity with the provisions of Chapter 110, Section 5 of the MA General Bylaws, as amended, the undersigned hereby declares that a business is conducted under the title of:

NAME OF BUSINESS: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_

By the following named person(s):

NAME OF OFFICER/CORPORATE NAME

RESIDENCE/CORPORATE ADDRESS

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature(s): \_\_\_\_\_

Print Name: \_\_\_\_\_

A NOTARY PUBLIC MUST WITNESS SIGNATURE(S) IF NOT SIGNED AT THE TOWN CLERK'S OFFICE

On \_\_\_\_\_, personally appeared \_\_\_\_\_, proved to me through satisfactory evidence of identification to be the person(s) whose name is signed above and who swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her knowledge and belief.

\_\_\_\_\_  
TOWN CLERK'S OFFICE

(Seal) \_\_\_\_\_

Commission Expiration Date

\_\_\_\_\_  
NOTARY PUBLIC

In accordance with the provisions of Chap. 337 of the Acts of 1985 and Chap. 110, Sec. 5 of MA General Laws, Business Certificates shall be in effect for 4 years from the date of issue and shall be renewed each 4 years thereafter. A statement under oath must be filed with the Town Clerk upon discontinuing, retiring or withdrawing from such business or partnership. A Business Certificate only registers your name in town – it does not give you permission to operate. It is the responsibility of the applicant to contact the Building Inspector and the Board of Health in order to comply with Town Bylaws, rules and regulations.

DATE OF ISSUE: \_\_\_\_\_

(Seal)

TOWN CLERK'S OFFICE: \_\_\_\_\_

Fee: \$25.00 Received Date: \_\_\_\_\_ Check # \_\_\_\_\_ or Cash

Town of Essex, 30 Martin St, Essex, MA 01929 | Tel (978) 68-7111 | Fax (978) 768-2505

[www.EssexMA.org](http://www.EssexMA.org) | [TownClerk@EssexMA.org](mailto:TownClerk@EssexMA.org)