

DBA No.: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Inc. No.: \_\_\_\_\_

Commonwealth of Massachusetts

Town of West Boylston

# Business Certificate



Are you a corporation filed with the Sect. Of States Office?

yes  no

\_\_\_\_\_ date

In conformity with the provisions of Chapter 110 § 5 of the General Laws, as amended, the undersigned hereby declare(s) that a business under the title of:

\_\_\_\_\_

is conducted at: \_\_\_\_\_

in West Boylston, Massachusetts 01583 by the following person(s):

Owner names: printed

Telephone:

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

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

Type of Business:

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

Date of incorporation if applicable:

\_\_\_\_\_

Owner Signatures:

\_\_\_\_\_  
signature  
\_\_\_\_\_  
signature

\_\_\_\_\_  
signature  
\_\_\_\_\_  
signature

## THE COMMONWEALTH OF MASSACHUSETTS

Worcester \_\_\_\_\_ ss. \_\_\_\_\_ 20 \_\_\_\_\_

Personally appeared before me the above named \_\_\_\_\_

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

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

and made oath that the foregoing statement is true.

SEAL

SEAL

\_\_\_\_\_  
Town Clerk  
Asst. Town Clerk

or

\_\_\_\_\_  
Notary Public  
My Commission expires:

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

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\* Signature of Individual or Corporate Name  
(Mandatory)

OR

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By Corporate Office  
(Mandatory, if applicable)

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\*\* Social Security Number  
or Federal Identification Number  
(Mandatory)

\*This license will not be issued unless this certification clause is signed by the applicant

\*\*Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations.

Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation.

This request is made under the authority of Mass. General Laws Ch. 62C, § 49A.

#### **WHAT IS A BUSINESS CERTIFICATE?**

A business certificate is a registration of a business that is being conducted within the town of West Boylston.

It is commonly referred to as a "d/b/a form" or "Doing Business As". Its purpose is primarily for consumer protection and public information purposes. Essentially, the public has a right to know who "is" a particular business, since a customer will not know who "owns" the business simply by the name of that business.

#### **WHO MUST FILE A BUSINESS CERTIFICATE?**

Massachusetts General Laws Chapter 110, section 5, states that any person conducting business under any title (business name) other than the real name of person conducting the business must file a Doing Business As certificate with the Town Clerk's Office. A person is defined as an individual, a partnership or a corporation .

Exemptions to filing are allowed under § 6 if the corporation is doing business in its true corporate name, or if a partnership is doing business under any title, which includes the true surname of any partner. Certain other exemptions exist for trust and limited partnerships.

#### **MUST I DISPLAY A COPY OF MY BUSINESS CERTIFICATE?**

The law states that copies of your certificate must be available at the address at which the business is conducted, and shall be furnished on request during regular business hours to any person who has purchased goods or services from such business

#### **WHAT IS THE PENALTY IF I DO NOT FILE A CERTIFICATE OR STATEMENT?**

The law states that a fine of not more than three hundred dollars will punish violations for each month during which the violation continues.

#### **HOW LONG ARE THE CERTIFICATES GOOD FOR?**

Business certificates are valid for a period of four (4) years from the date of its original filing. They must be renewed every four (4) years for as long as the business remains active.