

CITY OF SPRINGFIELD
36 COURT STREET
SPRINGFIELD, MA 01103
413-787-6096



BUSINESS CERTIFICATE - Filing Fee: \$50.00

New Filing:___ Renewal:___

For Office use only

Received:_____ This Certificate Expires on:_____

ID:___ No ID:_____

Under the provisions of Chapter 110, Section 5 of the Massachusetts General Laws, as amended, the undersigned hereby declares that a business under the title of:

_____ is being conducted at:

(Please Print Clearly)

(P. O. Box not permitted)

(City) (State) (Zip Code)

By the following individual (s) or Corporation
Print Full Name (s)

Corporation or Residential Address
(P.O. Box not permitted)

_____	_____
_____	_____
_____	_____

Signatures:

On _____ the above named person(s) personally appeared before me and made oath that the foregoing statement is true.

Notary Public / Justice of the Peace

My Commission Expires: _____

INSTRUCTIONS

In accordance with the provisions of Chapter 110, section 5 of Massachusetts General Law, business certificates shall be in effect for four years from the date of issuance and may be renewed each four years thereafter.

A statement under oath must be filed with the City Clerk upon discontinuing, retiring or withdrawing from such business or partnership.

The filing fee in the City of Springfield is **\$50.00**. Please complete the Business Application Form prior to coming into the City Clerk's Office. Any changes to a business certificate is **\$40.00**.

Copies of such certificates shall be available at the address at which such business is conducted and shall be furnished upon request during regular business hours to any person who has purchased goods or services from such business.

Violations are subject to a fine of not more than three hundred dollars (\$300.00) for each month during which the violation continues.

The filing of a business certificate does not imply compliance with the Zoning Ordinance. Nor is a business certificate a license or permit to conduct business in the City of Springfield.