

1 LIBERTY PLACE
NORFOLK, MA 02056
PHONE 508-528-1120
FAX 508-541-3383

CHANGE OF BUSINESS STATUS FORM

Please fill out the following information and submit to the Assessor's Office by mail or fax.

Name of Business: _____

Address of Business: _____

Owner's Name: _____

Phone Number: _____

____ Business was closed on: _____
(date)

____ Business was sold on: _____
(date)

____ Business moved to: _____ on _____
(new location) (date)

Name of new Business _____

Name of New Owner _____

Comments:

Signature _____ Date _____

If you sell personal property or close your business after January 1st, you still remain liable for personal property tax for the full upcoming fiscal year (4 quarters). In most circumstances, you should contact the new owner of the property and make arrangements for payment: however, the owner of record as of January 1 still remains the person to whom the tax is assessed for the fiscal year. If you move your business after January 1, you will need to pay the Town of Norfolk for the entire upcoming fiscal year, you will not be billed for personal property from the town/city you moved your business to until the following fiscal year. Please advise the Assessor's Office of any change in status or ownership so we can update your account.