

West Virginia State Tax Department

Office of Business Registration
P. O. Box 2666
Charleston, West Virginia 25330-2666

Please Type Or Print.
Use Blue Or Black Ink
To Complete This Form

Application For Transient Vendor License

West Virginia State Tax Department USE ONLY	1. Transient Vendor Certificate Number		2. Tax Identification Number	
	3. Issue Date	4. Period	5. WV/Bus-App	6. Surety Status
	7. Vendor's Name			8. Tax Status
	9. Trade Name			

10. Name Under Which Certificate Is To Be Issued (Trade Name, Fictitious Name or Legal Name)

Address City County State Zip Code

11. Security in the amount of \$500 must accompany this application. Please check type of surety tendered and attach to front of form.

Surety Bond Irrevocable Letter of Credit

Cash

Certified Check

NAME AND ADDRESS OF SURETY COMPANY OR BANK

12. Locations and dates of intended sales in West Virginia for year 20 _____. If additional space is required, please attach additional sheet of paper with list of locations.

	ACTIVITY	DATE OF ACTIVITY
a. Street Address _____ City _____ State _____ County _____ Zip Code _____	_____	_____
b. Street Address _____ City _____ State _____ County _____ Zip Code _____	_____	_____
c. Street Address _____ City _____ State _____ County _____ Zip Code _____	_____	_____
d. Street Address _____ City _____ State _____ County _____ Zip Code _____	_____	_____

Notification must be provided to the **West Virginia State Tax Department** of **All Locations** and dates of intended sales prior to entering the State.

13. I certify that the information provided on this form is true and correct.

PRINT NAME	SOCIAL SECURITY NUMBER	TITLE
SIGNATURE	TELEPHONE NUMBER	DATE

See Reverse Side For Important Information

Instructions

- The West Virginia State Tax Department must be notified in writing prior to your entering the State, of the location or locations in the State where you intend to conduct business and the date or dates on which you intend to conduct business.
- Questions pertaining to this form can be answered by writing to the West Virginia State Tax Department, Taxpayer Services Division, P. O. Box 3784, Charleston, West Virginia 25337-3784. You may call Taxpayer Services Division by calling (304) 558-3333 or toll-free within West Virginia 1-800-982-8297.
- A TDD telephone service is available for the hearing impaired. The number to dial is 1-800-282-9822.
- This application must be submitted with WV/Bus-App (Application For Business Certificate) and surety bond or other equivalent security such as a certified check or cash in the amount of \$500 or an irrevocable letter of credit.
- Failure to display a valid Business License when making sales in West Virginia will subject the transient vendor's tangible personal property (and the automobile, truck or other means of transportation used to carry said property) to confiscation by the West Virginia State Tax Department.

Mailing Address:

West Virginia State Tax Department
Internal Auditing Division
Office of Business Registration
P. O. Box 2666
Charleston, West Virginia 25330-2666