

## Cessation of Operations

Business Closing

Transfer / Sale

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Business Address

**Please be advised that my business ceased or will be ceasing operation  
on \_\_\_\_/\_\_\_\_/\_\_\_\_. Please close my account and remove  
\_\_\_\_\_ from any future billing.**

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

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

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

GS 105-366(d)(1)(a) requires notification to the Tax Collector 48 hours prior to  
going out of business or the transfer of or pending sale to another party.