

OUT OF BUSINESS NOTIFICATION FORM

FORM OB
REV 11/30/2016



CITY OF PORTLAND BUSINESS LICENSE TAX
& MULTNOMAH COUNTY BUSINESS INCOME TAX
111 SW COLUMBIA, SUITE 600, PORTLAND OR 97201
Office: 503-823-5157 ~ TDD: 503-823-6868 ~ FAX: 503-823-5192
Additional Forms & Information: www.portlandoregon.gov/biztax



Form closes a City of Portland Business License Tax and/or Multnomah County Business Income Tax account.

BUSINESS INFORMATION

BUSINESS TAX ACCOUNT #		BUSINESS/TAXPAYER NAME			
BUSINESS ADDRESS			CITY	STATE/PROV	ZIP/POSTAL CODE
TAX ID #	DATE BUSINESS CEASED OPERATION	CHECK JURISDICTION(S) AFFECTED BY CLOSURE			
		<input type="checkbox"/> BOTH PORTLAND & MULTNOMAH COUNTY <input type="checkbox"/> PORTLAND ONLY <input type="checkbox"/> MULTNOMAH CO. ONLY			

REASON(S) FOR CLOSURE

Select **all** applicable reasons for closure:

<input type="checkbox"/> Sold business <ul style="list-style-type: none">If the business is sold, is there continuing income from the sale? Income from the sale of a business is considered business income and must be reported. Contract (installment) sales are also considered continuing business income.If you own the real property and intend to rent or lease to others, check here <input type="checkbox"/>			
<input type="checkbox"/> Sold property <ul style="list-style-type: none">Did you sell some or all real property on contract (installment) sale? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Provide New Owner information:			
NEW OWNER NAME			
NEW OWNER ADDRESS	CITY	STATE/PROV	ZIP/POSTAL CODE
<input type="checkbox"/> Changed tax entity / incorporated (Attach new business registration form (Form REG))			
<input type="checkbox"/> Ceased all business activity — no longer conduct any business activity anywhere			
<input type="checkbox"/> Ceased business activity in the City and Multnomah County only			
<input type="checkbox"/> Other SPECIFY "OTHER" REASON (ATTACH ADDITIONAL INFORMATION IF NEEDED)			

MAIL or FAX completed form to:

City of Portland Revenue Division, 111 SW Columbia St., Suite #600, Portland, OR 97201-5840
FAX: 503-823-5192

SIGNATURE

Upon notification that the business is no longer operating the Revenue Division will make the necessary notations on your account, however, you are still required to file a **final** Combined Tax Return for the year you ceased business.

Printed Name: _____ Date: _____

Signature: _____ Telephone: _____