



The City of  
**WORCESTER**

**City Clerk Department**  
Nikolin Vangjeli, City Clerk  
Stephen A.J. Pottle, Deputy City Clerk  
Clare M. Robbins, Assistant City Clerk

**BUSINESS CERTIFICATE**

*Corporate Name/LLC or INC*

*(Complete this form in BLACK INK ONLY)*

**ALL INC/LLC BUSINESS FILINGS MUST INCLUDE A COPY OF YOUR MOST RECENT ANNUAL FILING WITH THE SECRETARY OF THE STATE'S OFFICE.**

In conformity with the provisions of Chapter One Hundred and Ten, Section Five of the General Laws, as amended, the undersigned hereby declares that a business is conducted under the title of:

Name of Business:  
\_\_\_\_\_

**...and is conducted at:**

Address of Business (P.O. Box not permitted; Include City, State and Zip Code):  
\_\_\_\_\_

**By the following CORPORATE NAME/LLC or INC:**

CORPORATE NAME/LLC or INC Name(s)*:	CORPORATE NAME/LLC or INC Residence(s):
_____	_____
_____	_____
_____	_____

Signature(s)\*:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\* Write name legibly. Individuals MUST then have their signatures notarized on the back of this form prior to filing with the City Clerk's Office. DO NOT sign the form until you personally appear before the notary.**

Certificate Number: \_\_\_\_\_ (For City Clerk's Office Use Only)

This certificate expires on: \_\_\_\_\_ (For City Clerk's Office Use Only)

Room 206, City Hall ■ 455 Main Street ■ Worcester, Massachusetts 01608-1889

Telephone (508) 799-1121 ■ Fax (508) 799-1194

E-Mail: [clerk@worcesterma.gov](mailto:clerk@worcesterma.gov)



## **Notarization Acknowledgement (Complete in Black Ink Only)**

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned Notary Public,  
personally appeared: \_\_\_\_\_,

who proved to me through satisfactory evidence of identification, which was/were

\_\_\_\_\_

to be the person who signed the preceding or attached document in my presence and who swore  
or affirmed to me that the contents of this document are truthful and accurate to the best of their  
knowledge and belief.

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

***Place Notary Seal/Stamp Here***

**My Commission Expires:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Under the provisions of Chapter 337 of the Acts of 1985 and Chapter 110, Section 5 of the Mass. General Laws, business certificates shall be in effect for four years from the date of issue and shall be renewed each four years thereafter. A statement under oath must be filed with the City Clerk upon discontinuance or withdrawing from such business or partnership.

Copies of such certificates shall be available at the address 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 such violation occurs.

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### **BUSINESS CERTIFICATE FILING FEES:**

- CERTIFICATE FILING FEE IS \$50
- CERTIFIED COPY OF COMPLETED FILING \$14

### **BUSINESS CONTACT INFORMATION**

Name of Business as it Appears on this Certificate: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

New Business?      Yes      No

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