

OUT OF BUSINESS NOTIFICATION FORM

FORM OB
REV 7/30/2013



**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 ☐ BOTH PORTLAND & MULTNOMAH COUNTY ☐ PORTLAND ONLY ☐ MULTNOMAH CO. ONLY	

REASON(S) FOR CLOSURE

Select **all** applicable reasons for closure:

☐ Sold business - 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 ☐								
☐ Sold property Did you sell some or all real property on contract (installment) sale? YES ☐ NO ☐								
Provide New Owner information: <table border="1"><tr><td colspan="4">NEW OWNER NAME</td></tr><tr><td>NEW OWNER ADDRESS</td><td>CITY</td><td>STATE/PROV</td><td>ZIP/POSTAL CODE</td></tr></table>	NEW OWNER NAME				NEW OWNER ADDRESS	CITY	STATE/PROV	ZIP/POSTAL CODE
NEW OWNER NAME								
NEW OWNER ADDRESS	CITY	STATE/PROV	ZIP/POSTAL CODE					
☐ Changed tax entity / incorporated (Attach new business registration form (Form REG))								
☐ Ceased all business activity — no longer conduct any business activity anywhere								
☐ Ceased business activity in the City and Multnomah County only								
☐ Other SPECIFY "OTHER" REASON (ATTACH ADDITIONAL INFORMATION IF NEEDED)								

MAIL or FAX completed form to:

City of Portland Revenue Bureau, 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 Bureau 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: _____