

Woodford County  
Tax Administrator  
103 S. Main St,  
Room 201  
Versailles, KY 40383  
859-873-5701  
859-873-0196 (FAX)  
Email questions to  
tax@woodfordcountyky.gov



**REQUEST TO CLOSE  
WOODFORD COUNTY BUSINESS LICENSE ACCOUNT**

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

City Account#: \_\_\_\_\_ Date All Business Activity Ceased: \_\_\_\_\_

Reason for Closure Request: (business sold, closed, etc)

\_\_\_\_\_  
\_\_\_\_\_

Current Owner's Forwarding Address: \_\_\_\_\_

\_\_\_\_\_

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

\*\*If business is under new ownership, please provide new owner information below:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

**I certify that all business activity has ceased within Woodford County, Kentucky as the date above. I understand that the closing of this account in no way relieves the owners of this business from any Occupational License Tax or Net Profit Tax due to Woodford County currently, or in the future, from being paid.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date