



City of Boston

Office of the City Clerk

Form: 1001C

A large, empty rectangular frame with a black border, centered on a white background. The frame is thin and occupies most of the page area.

BUSINESS CERTIFICATE - Filing Fee: \$65.00

New Filing **Renewal**

This Certificate Expires on: _____

Under the provisions of Chapter 110, Section 5 of the Massachusetts General Laws, as amended, the undersigned hereby declares that a business under the title of:

is being conducted at:

(Please Print Clearly)

(P. O. Box not permitted)

(City)

(State)

(Zip Code)

By the following individual(s) or Corporation
Print Full Name(s)

Corporation or Residential Address
(P.O. Box not permitted)

Signatures:

Individuals MUST have their signatures notarized on the back of this form prior to filing in the Office of the City Clerk.

Local Telephone Number: _____ **Type of Business:** _____

Email Address:

IMPORTANT NOTICE

If you cease conducting business before the expiration of this certificate or change the business address, the law requires you to file a Withdrawal Form or Change of Location Form with the City Clerk.

City of Boston Certification

A true copy of the **original document filed on the above date** in the Office of the City Clerk.

Attest:

City Clerk

Notarization Acknowledgement

On this _____ day of _____, 20_____, before me, the undersigned Notary Public, personally appeared

_____ (name of document signer(s), 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 his/her knowledge and belief.

Signature: _____
 Notary Public

Notary Seal/Stamp

My Commission expires: ____/____/____

Non-Residents ONLY doing Business in Massachusetts

Certificate and Statement Filing Fee: \$35.00 (in addition to regular fee)

Pursuant to M.G.L. Chapter 227, Section 5A, I/We hereby appoint the City Clerk of the City of Boston, and its successors in office, as my/our true and lawful agent upon whom all lawful process may be served in any action arising out of the business described in the front hereof.

Signature(s): _____

A late fee penalty will be applied to businesses that fail to renew their business certificate required by MGL Chapter 110, Section 5. A penalty of not more than one hundred dollars (\$100.00) each month the business is not registered up to a total of three hundred dollars (\$300.00).