



# NOTIFICATION OF BUSINESS CLOSURE

ISLAND COUNTY ASSESSOR

*Kelly Mauck*

Suite 208  
1 NE 7th St  
Coupeville, WA 98239-5000  
[islandcountywa.gov](http://islandcountywa.gov)

Coupeville: (360) 679-7303  
So. Whidbey: (360) 321-5111  
Camano Island: (360) 629-4522  
Fax Number: (360) 240-5565

INSTRUCTIONS: Upon closure a business must complete the following form to avoid tax implications.

NEW OWNER & BUSINESS INFORMATION	
Company Name:	
Owner Name:	
Property Id#:	
Mailing Address:	
_____	
_____	_____
CITY	STATE ZIP
Physical Address:	
_____	
_____	_____
CITY	STATE ZIP
Phone:	Fax:
Email:	Closure Date:
Comments:	
_____	

ASSET DISPOSITION	
<input type="checkbox"/> Sold at Auction	<input type="checkbox"/> Transferred within County
<input type="checkbox"/> Sold Piecemeal	<input type="checkbox"/> Transferred out of County
<input type="checkbox"/> Junked/Donated	<input type="checkbox"/> Abandoned at Site
<input type="checkbox"/> In Storage	
Storage Address	
_____	
_____	_____
CITY	STATE ZIP
<input type="checkbox"/> Other – Please Explain	
_____	

With your signature you are verifying authority to close this account.

\_\_\_\_\_  
SIGNATURE OF BUSINESS OWNER

\_\_\_\_\_  
DATE

**Return to:**

Island County Assessor, Attn: Personal Property  
Suite 208  
1 NE 7th St  
Coupeville, WA 98239

**For Assistance:**

Phone – 360-678-7866  
Email – [personalproperty@islandcountywa.gov](mailto:personalproperty@islandcountywa.gov)