HOW DO I OBTAIN A BUSINESS CERTIFCATE?

1. Obtain all paperwork for Business Certificate from the Office of the Town Clerk, located in the Town Hall.

2. Fill out the Zoning Approval Form and submit to James Aguiar, Zoning Enforcement Official for his review and approval. Mr. Aguiar is located in the Building Office in the Town Hall. 508-669-4524

3. If the application is approved the applicant may fill out the Business Certificate Form and file it with the office of the Town Clerk, Fee: $40.00 (Checks made payable to the Town of Dighton.)

4. The Town Clerk's Office will process the application and the applicant will receive a certified copy.

5. At any time during the life of the Certificate there is a change of name, address, or other circumstance that may affect its validity, please contact the Town Clerk's Office. If the Business is discontinued, a statement of Discontinuance must be filled out and filed with the Town Clerk's Office. Fee: $10.00 (Checks made payable to the Town of Dighton.)

6. The business certificate only entitles the business to register with the Town of Dighton. It in no way authorizes or waives any provisions of the Town of Dighton Bylaws.

7. The forms must be signed by all parties in the presence of the Town Clerk's Office.

FREQUENTLY ASKED QUESTIONS

WHO MUST FILE?

- In conformity with the provisions of Chapter 110, Section 5 of Massachusetts General Laws, as amended, you are required to have a Business Certificate if you are doing business under any name other than your own.

HOW LONG IS A BUSINESS CERTIFICATE IN EFFECT?

- Business certificates shall be in effect for four (4) years from the date of issue and shall be renewed each four (4) years thereafter. A statement under oath must be filed with the Town Clerk upon discontinuing, retiring, or withdrawing from such business or partnership.

ARE COPIES AVAILABLE?

- Copies of such certificates shall be available at the address at which such business is conducted and shall be furnished on request during regular business hours to any person who has purchased goods or services from such business.

IS THERE A FINE?

- Violators are subject to a fine of not more than three hundred ($300.00) dollars for each month during which such violation continues.