

## **BUSINESS CERTIFICATE:**

D/B/A Application PDF

Certificate Application PDF

All persons who operate a business in Weymouth must register either with the Corporations Division of the Office of the Secretary of the Commonwealth or with the Town Clerk. Corporations operating in Weymouth under a name different from the corporate name must register with both entities.

To file a business certificate with the Town of Weymouth, an owner or his agent may come to the Department of Municipal Licenses & Inspections Department, 75 Middle Street, Weymouth, MA, between the hours of 7:30 AM – 3:30 PM Monday – Friday, to apply for a business certificate.

The owner should bring an approved original of the business certificate from the Department of Municipal Licenses & Inspections Department to the Town Clerk's Office, 75 Middle Street, Weymouth, MA between the hours of 8:30 AM – 4:30 PM Monday – Friday. Owner(s) will finalize the business certificate by signing it at the Town Clerk's Office and paying a \$30 fee. If this is inconvenient, the applicant may sign the certificate before a Notary. The completed form will be finalized when filed at the Town Clerk's Office with the \$30 fee.

The Business Certificate will remain active for a period of four years. After four years, the certificate must be renewed by reapplying under the same process.