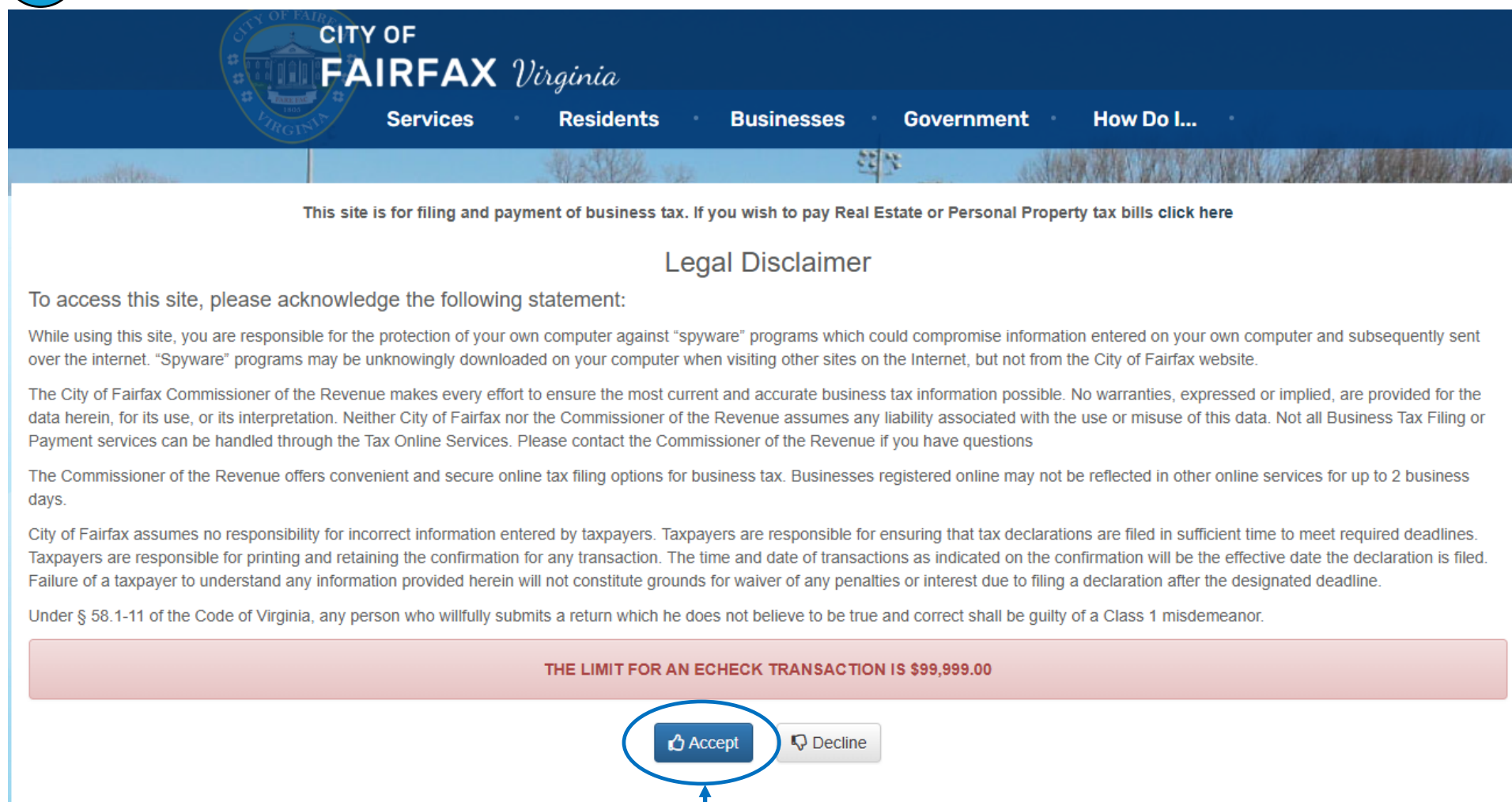


THIS IS AN EXAMPLE, PLEASE USE YOUR OWN ACCOUNT INFORMATION.

1 Access <https://fairfaxva.gov/businessstaxes>



CITY OF
FAIRFAX Virginia

Services • Residents • Businesses • Government • How Do I...

This site is for filing and payment of business tax. If you wish to pay Real Estate or Personal Property tax bills click here

Legal Disclaimer

To access this site, please acknowledge the following statement:

While using this site, you are responsible for the protection of your own computer against "spyware" programs which could compromise information entered on your own computer and subsequently sent over the internet. "Spyware" programs may be unknowingly downloaded on your computer when visiting other sites on the Internet, but not from the City of Fairfax website.

The City of Fairfax Commissioner of the Revenue makes every effort to ensure the most current and accurate business tax information possible. No warranties, expressed or implied, are provided for the data herein, for its use, or its interpretation. Neither City of Fairfax nor the Commissioner of the Revenue assumes any liability associated with the use or misuse of this data. Not all Business Tax Filing or Payment services can be handled through the Tax Online Services. Please contact the Commissioner of the Revenue if you have questions

The Commissioner of the Revenue offers convenient and secure online tax filing options for business tax. Businesses registered online may not be reflected in other online services for up to 2 business days.

City of Fairfax assumes no responsibility for incorrect information entered by taxpayers. Taxpayers are responsible for ensuring that tax declarations are filed in sufficient time to meet required deadlines. Taxpayers are responsible for printing and retaining the confirmation for any transaction. The time and date of transactions as indicated on the confirmation will be the effective date the declaration is filed. Failure of a taxpayer to understand any information provided herein will not constitute grounds for waiver of any penalties or interest due to filing a declaration after the designated deadline.

Under § 58.1-11 of the Code of Virginia, any person who willfully submits a return which he does not believe to be true and correct shall be guilty of a Class 1 misdemeanor.

THE LIMIT FOR AN ECHECK TRANSACTION IS \$99,999.00

2 Click "Accept" after reading the Legal Disclaimer

THIS IS AN EXAMPLE, PLEASE USE YOUR OWN ACCOUNT INFORMATION.



**CITY OF
FAIRFAX** *Virginia*

Services • Residents • Businesses • Government • How Do I...

Mailing Zip Code

Account #

Federal ID or SSN

1

**Enter your
information**

If you are experiencing trouble logging into your account or if you do not know your active account number(s), please contact the Commissioner of the Revenue.

Click Here for a quick tutorial on how to use our new Business Tax Portal.

🔍 Search Tips

Zip Code - The five digit zip code of the mailing address, **not** the location address of the business.

Account Number - The five digit account number shown below the bar code on your renewal. If you do not know your account number, please call our office at 703-385-7885.

Federal ID or SSN - Enter all nine digits without any dashes or spaces.

***If you experience trouble logging in, please contact the Commissioner of the Revenue Office at 703-385-7880.**

THIS IS AN EXAMPLE, PLEASE USE YOUR OWN ACCOUNT INFORMATION.



 Account List

Account	Type	Account Name	Account Mailing Address	
[REDACTED]	Business	[REDACTED]	[REDACTED]	
Logout				

1 Click “View/File” to move to the next step

THIS IS AN EXAMPLE, PLEASE USE YOUR OWN ACCOUNT INFORMATION.



 Account Information

Account #			
Account Name			
Mailing Address			

Owners

Owner Name	Owner Mailing Address	
		

Licenses

License Number	Business Trade Name	Mailing Address
		

Logout

Return to Account List

→ Continue

1

 Click "Continue"

THIS IS AN EXAMPLE, PLEASE USE YOUR OWN ACCOUNT INFORMATION.



Billable Items

Account # [REDACTED]
Account Name [REDACTED]
Mailing Address [REDACTED]

1

Select Filter By [ALL]

Filter By

All

Select Action for the Item you wish to work with

Business License

License Number	License Name	Class Code	Class Description	Physical Location Address	Opened	Closed	Description	Action Required?	Actions
[REDACTED]		541690-00	Other Scientific and Technical Consulting Services	[REDACTED]	8/19/2019		Business License	✗ Filing Required	View / File

Personal Property

Item Description	Item Identifier	Physical Location Address	Opened	Closed	Description	Action Required?	Actions
[REDACTED]	CE - [REDACTED]	[REDACTED]	8/19/2019		Computer Equipment	✗ Filing Required	View / File
[REDACTED]	TP - [REDACTED]	[REDACTED]	8/19/2019		Tangible Business Property	✗ Filing Required	View / File

Logout

Return to Account List

2

You can only file one category at a time, so please make sure to submit filings for both tangible property and computer equipment to avoid a statutory assessment.

THIS IS AN EXAMPLE, PLEASE USE YOUR OWN ACCOUNT INFORMATION.



Tangible Business Property

↔ This specifies what you are filing for

Account #
Account Name
Mailing Address

License #
License Name
Location

1 Select Filter By [ALL]

Filter by Tax Year

All

Filter by Filing Status

All

2 Click "File Now" to enter your filing.

Installment	Taxed From	Taxed To	Taxable Value	Status
1	1/1/2025	12/31/2025	\$0.00	Prior Installment Filings must be Completed First
1	1/1/2024	12/31/2024	\$0.00	Prior Installment Filings must be Completed First
1	1/1/2023	12/31/2023	\$0.00	Prior Installment Filings must be Completed First
1	1/1/2022	12/31/2022	\$0.00	Unfiled and Can Be Filed

File Now

Logout

Return to Account List

Return To Billable Items

Tangible Business Property Installment 1 - 1/1/2022 - 12/31/2022

Account #
Account Name
Mailing Address

License #:
License Name:
Location:

Tangible Business Property Filing

Entry must be made for each year.

Purchase Year	Original Purchase Price
2021*	\$ 0.00
2020*	\$ 0.00
2019*	\$ 0.00
2018*	\$ 0.00
2017*	\$ 0.00
2016*	\$ 0.00
2015 and Prior Years*	\$ 0.00
Total: \$0.00	

Filing Date

11/24/2025



* Previous submitted values could not be located.

1

Enter the total purchase price
of all equipment and furniture
purchased during the year.

Must enter with decimal
point.

For example:

\$1 = 1.00

Computer Equipment Filing

Entry must be made for each year.

Purchase Year	Original Purchase Price
2021*	\$ 0.00
2020*	\$ 0.00
2019*	\$ 0.00
2018*	\$ 0.00
2017 and Prior Years*	\$ 0.00
Total: \$0.00	

Filing Date

11/24/2025



* Previous submitted values could not be located.

This is what
Computer
Equipment
filing looks
like.

IMPORTANT:

You must upload a worksheet (Fixed Asset List) listing all owned property, including acquisition dates and original costs. Your filing cannot be accepted without this worksheet to support the amounts reported. An example is provided on the last page.

If you do not own any property, please provide a brief explanation in the comment box below.

You must upload a Fixed Asset List to submit. Other documents are optional. Use the Add a File button below to attach your document(s). If you do not have anything to upload, check the "No Documentation Uploaded" box and provide a brief explanation in the field below.

Scan/Load Documentation:

☐ No Documentation Uploaded

Choose File

No file chosen

Fixed Asset List *

File Required - Please Attach File

1

Click "Choose File" to upload your document.

+ Add Another File

I certify that the information on this 2022 declaration is true and correct. ☐

2

By clicking this box, you are certifying that the information is true and correct under penalty of a Class 1 Misdemeanor.

By typing my name in the box below, I willfully declare that the information provided is true, correct, and complete. I further declare that I am authorized to file this form and I understand that the penalty for filing a false return is a Class 1 Misdemeanor.

Name of Submitter :

Name of Submitter :

*

Phone Number of Submitter :

Phone Number of Submitter :

*

Email of Submitter :

Email of Submitter :

*

Confirm Email :

Confirm Email :

*

Comment:

3

If you have no property, an explanation must be provided in the comment box.

WARNING! Once you submit your filing you will be unable to change your submission. Please contact the Commissioner of the Revenue if you need to make any changes to your filing.

Submit Filing

4

Click "Submit Filing"

Logout

Return to Account List

Return To Billable Items

Return To Installments

1 Tangible Property now appears as “Completed.”

Clicking “View/File” will show a summary of your submission.

Don’t forget to file your Computer Equipment return as well!

Billable Items

Account #
Account Name
Mailing Address

Filter By
All

Select Action for the Item you wish to work with

Personal Property

Item Description	Item Identifier	Physical Location Address	Opened	Closed	Description	Action Required?	Actions
ELMO AND COOKIE MONSTER			2/15/2023		Computer Equipment	✗ Filing Required	View / File
ELMO AND COOKIE MONSTER			2/15/2023		Tangible Business Property	✓ Completed	View / File

Business License

License Number	License Name	Class Code	Class Description	Physical Location Address	Opened	Closed	Description	Action Required?	Actions
	ELMO AND COOKIE MONSTER	812990-00	All Other Personal Services		2/15/2023		Business License	✓ Completed	View / File

Logout

Return to Account List

Computer Equipment		
Date Acquired	Item Description	Original Cost
2017	Apple Macbook	\$ 2,000.00
2019	Dell Laptop	\$ 1,000.00
2021	HP Printer	\$ 400.00
2021	Apple iMac	\$ 3,500.00
2022	Apple Macbook	\$ 2,000.00
2022	Computer Camera	\$ 60.00
2024	Keyboard	\$ 80.00

Tangible Property		
Date Acquired	Item Description	Original Cost
2015	Office Desk	\$ 300.00
2017	2 Tables	\$ 150.00
2019	3 C chairs	\$ 300.00
2020	Bookcase	\$ 500.00
2022	Shelves	\$ 400.00
2023	Cabinets	\$ 200.00
2024	5 C chairs	\$ 500.00

THIS IS AN EXAMPLE. PLEASE CREATE YOUR OWN ASSET LIST.

If you file federally, the document you need may be titled Form 1120, Form 4562, Asset Report, or Depreciation and Amortization Report.