



Town of Mashpee

Town Clerk

**16 Great Neck Road North
Mashpee MA 02649
Phone # 508-539-1418
Fax # 508-539-1428
e-mail address: ddami@marshpeema.gov**

April 19, 2014

Dear Business Owner,

Massachusetts General Laws, Chapter 110, Section 5 States “Any person conducting business in the Commonwealth, whether individually or as a partnership, shall file in the Office of the Town Clerk of every city or town where an office of any such person or partnership may be situated...” must have a Business Certificate. There is one exception to this statute:

If you are incorporated. (Please provide this office with a copy of the Articles of Corporation for your business for our records.) However, if you are incorporated, but doing business under a different name, you are still required to file a Business Certificate.

Please complete both copies of the Business Certificate and the Business Certificate Check List and return them to this office. We currently have four notaries on staff, and will notarize your copy at no charge.

The fee for your Business Certificate is forty dollars (\$40.00), which must accompany your filing. Your Business Certificate will be valid for four (4) years.

Please call 508-539-1418 for more information.

Sincerely,

Deborah F. Dami

Deborah F. Dami
Mashpee Town Clerk

Enclosures