

**Hospitality Fee Department**  
**(Mailing)** Post Office Box 1275  
Conway, South Carolina 29528  
Phone: (843) 915-5620  
[www.horrycountysc.gov](http://www.horrycountysc.gov)



**Hospitality Fee Department**  
**(Location)** 1301 Second Ave  
Conway, South Carolina 29526  
Fax: (843) 915-6220  
BLHospitality@horrycountysc.gov

## BUSINESS CHANGE NOTIFICATION

Please complete the applicable information in **PRINT** and sign below

**Current Business (DBA) Name:** \_\_\_\_\_  
(Required Field)

**Hospitality Fee Account #:** \_\_\_\_\_  
(Required Field)

### BUSINESS SOLD: NEW OWNERS

### BUSINESS PERMANENTLY CLOSED

Date of sale: \_\_\_\_\_

Date of Closure: \_\_\_\_\_

New Owner: \_\_\_\_\_

Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

### CHANGE OF BUSINESS LOCATION ONLY

Date of Change: \_\_\_\_\_

New Location Address: \_\_\_\_\_

### OTHER BUSINESS CHANGES

Date of Change: \_\_\_\_\_

New Corporation Name: \_\_\_\_\_ New Fed ID # \_\_\_\_\_ New Phone #: \_\_\_\_\_

New Mailing Address: \_\_\_\_\_

Change in Business (DBA) Name (only) – New Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_ Phone #: \_\_\_\_\_