



Chapter 8 of the New Castle County Code requires a 'closing-out sale license', hereby referred to as a 'going out of business sale' permit, for any sale of goods that is represented as a manufacturer's closing out, going out of business, retiring from business, liquidation, salvage sale or a sale of goods damaged by fire, smoke, water or windstorm. (NCC 8.02.001)

All New Castle County forms are available via the County website or Land Use customer service.

- Going Out of Business Sale Application**
- Inventory**
 - Provide list and source of inventory
 - Calculated inventory valuation fee (\$5.00/\$1,000 of valuation)
- Sale Start Date**
- Length of Sale**
 - 30 days - \$25.00
 - 60 days - \$50.00
 - 90 days - \$75.00

Permit Fee: Length of Sale Fee + Inventory Valuation Fee

**NEW CASTLE COUNTY
APPLICATION FOR GOING OUT OF BUSINESS PERMIT**

Tax Parcel Number AP#

JOB LOCATION

No. _____ Street _____ Store No. _____

Shopping Center/Mall _____

IDENTIFICATION

Applicant Name _____

Street _____ City _____ State _____

Phone # (____) - ____ - ____

**Property
Owner**

Name _____

Street _____ City _____ State _____

Phone # (____) - ____ - ____

I, the undersigned, own the above referenced property or act as authorized agent for the owner

Applicant signature _____ **Date** ____ / ____ / ____

Name of Business _____

Valuation of inventory _____

Sale Start Date ____ / ____ / ____

Length of sale:

- 30 days
- 60 days
- 90 days

FEES

Valuation _____

Length of
Sale Fee _____

Permit Fee _____

- Cash
- Check