

**The Commonwealth of Massachusetts**  
**Town of Southborough**  
**Changes to Existing Business Certificate**



Date: \_\_\_\_\_

The information listed below pertains to the Business Certificate issued to:

\_\_\_\_\_  
(Name of Business)

on \_\_\_\_\_  
Date Issued

**A. Change of Information**

The business has been discontinued  
 Owner's residence has changed  
 The location of the business has changed

*\*\* Changing the name of the business requires both discontinuing the old business and completion of a new DBA form.*

New Information: \_\_\_\_\_

**B. Deceased; Withdrawal from Business or Partnership**

The individual(s) listed below is (are):

Deceased  
 Withdrawn from the business

\_\_\_\_\_  
\_\_\_\_\_

**Changes submitted by:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**State of:** \_\_\_\_\_ **Date** \_\_\_\_\_

Personally appeared before me the above-named \_\_\_\_\_ proved through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person(s) whose name(s) is/are signed on the preceding document, and who swore or affirmed to me that the contents of the document are truthful and accurate to the best of their knowledge and belief.

Notary Public: \_\_\_\_\_

(Town Seal)

(Notary Seal)

\_\_\_\_\_  
Town Clerk

Notary expires: \_\_\_\_\_