



PURCHASING DEPARTMENT
1772 County Services Parkway
Marietta, Georgia 30008-4012
(770) 528-8400/FAX (770) 528-1154

Rick Brun
DIRECTOR

ADDENDUM No. 1

**Sealed Bid # 09-5425
Request for Proposal
Business Occupation and Registration Tax Collection**

DATE: July 1, 2009

The following addendum hereby amends and/or modifies the Proposal Documents and Specifications as issued for this project. All proposers are subject to the provisions of this Addendum. **Proposers shall acknowledge receipt of this addendum.**

This Addendum consists of:

- **Questions submitted in writing**

Include this original form inside your proposal package when submitted.

If you have any questions concerning this addenda please contact: John Flood @ 770-528-8418

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids should be sent/delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008. Bids will be opened at 2:00 p.m. in the Cobb County Purchasing Department, 1772 County Services Parkway, Bid/Meeting Room, 2nd Floor, Marietta, GA 30008.

I acknowledge that I have received Addendum No. 1

Sealed Bid # 09-5425
Request for Proposal
Business Occupation and Registration Tax Collection

Company Name

Signature

Date Sent to Purchasing

Please Print Name

Please sign, date, and fax back this form ONLY to:

Fax #: 770-528-1154

Attn.: John Flood

Please call 770-528-8400 for questions regarding this addendum.

Cobb County Sealed Bid # 09-5425
Request for Proposal
Business Occupation and Registration Tax Collection

Addendum 1

Questions Submitted in Writing

Question: Please confirm the tax collection RFP is for the collection of delinquent taxes.

Answer: The RFP is for the collection of delinquent taxes on existing identified businesses that are delinquent in paying taxes but the RFP is also to identify and collect taxes from businesses operating in the county who have not previously paid occupation taxes to the Cobb County Business License Division.

Question: Please provide a copies of the business occupation and registration tax collection documents.

Answer: The new application is attached and available to down load from the business license division web site at www.cobbcounty.org. Delinquents of businesses with existing accounts with the business license division are to remit on the renewal form attached.

Question: What information should be captured for each remittance?

Answer: For businesses that have not previously paid taxes to the business license division the information requested on the occupation tax certificate application should be completed. For businesses that are delinquent in paying taxes to the business license division but have previously paid an occupation tax to the Cobb County Business License division the information requested on the occupation tax certificate renewal form must be provided. Theses forms are provided in response to question 2.

Question: Can you provide the remittance file layout?

Answer: The remittance are to be submitted with the new application are attached and available to down load from the business license division web site at www.cobbcounty.org. Delinquents of businesses with existing accounts with the business license division are to remit on the renewal form attached. Proof of payment must also be provided in the form of a copy of a check and a document evidencing money deposited in County approved bank account.

Question: Will Cobb County consider processing outside the State of Georgia?

Answer: Yes.

Question: What is the turn around times for processing remittances?

Answer: 24 hours.

Question: Question: Does the Cobb County requirements for this project also include the identification and collection of applicable taxes for the businesses within the "Business Occupation" classification with its applicable fee schedule?

Answer: yes.

On pages 6 and 7, Paragraph IV, "PROPOSAL FORMAT" the sub paragraphs are lettered A. through E. and then G. – paragraph F. has been omitted

Question: Question: Is this a simple editorial typo, or is there a required paragraph that has been omitted?

Answer: This is an editorial typo.

Question: What is the definition of "local government's official statement"?

Answer: Local government official statement is an invoice, recommendation, or statement on official government letterhead.

Question: Is it required that the required example of official statement be one which has been issued within the Public domain?

Answer: yes.

Question: Is it Cobb County's intention for vendors to discuss and provide quantitative cost and pricing data in the form of dollars or percentage within the technical proposal as required by Page 6 requirements?

Answer: Delete IV, E on page 6 and refer to cost proposal on page 11.

Question: Given the unique contingent fee basis and upfront investment avoidance format of this project, is this requirement necessary for proper risk abatement to the County?

Answer: Yes. The bond requirement on page 8, paragraph VI is intended to ensure that all the money collected by the vendor for the County pursuant to a contract with a vendor is appropriately submitted to the County. Cobb County collects over thirteen million dollars annually in occupation taxes. This bond also secures that Cobb County's money is secure from theft or embezzlement by employees or agents of the vendor.

Question: Does the Scope of Work include collection of taxes/fees associated with both Occupation Tax Certificates and Business Registration Certificates, or only the latter?

Answer: Both

Question: Can you provide or direct us to a web page listing the applicable Business Occupation tax rates for businesses registered in Cobb County? We understand that these fees are based on projected gross receipts.

Answer: No web page is available with the Occupation tax rates for Cobb County. The fees are based on projected gross receipts for new businesses but prior year receipts for existing businesses.

Question: Is the rate a percentage of gross receipts or are there tiers?

Question: Is the rate a percentage of gross receipts or are there tiers?

Answer: See attached fee schedules.

Question: Is there a cap or maximum?

Answer: No.

Question: What is the minimum?

Answer: See attached fee schedules.

Question: If these are the 12 amounts listed on the Cost Proposal Form on ITB page 11, please provide the corresponding gross receipts fee table.

Answer: See attached fee schedules.

Question: Please provide the total number of businesses presently registered with the County, and the current total annual revenue from Occupation and Registration Taxes paid to the County by these businesses. We need this information in order to estimate a Revenue Goal as requested on page 5 of the ITB.

Answer: Approximately 30,000 Businesses, Revenue of \$13,500,000.00.

Question: We have a copy of the ITB document downloaded from the County's web site, including the sealed Bid Label to be attached to the outside of the bid package. Is it required that we affix an original hard copy of the label?

Answer: No, the label has been provided in the specification as a convenience, however, please label your response clearly with you company' name, bid number, title of the bid, and the bid due date.

ITB IV. "PROPOSAL FORMAT" item B.4 asks: "Please attach a recent representative example of a local government's official statement in which you assisted."

Question: Please clarify what the County is looking for here? I.e. what kind of local government's official statement? What kind of assistance?

Answer: A copy of an invoice or statement on government letterhead regarding services related to this RFP that the vendor conducted for the government.

ITB IV. "PROPOSAL FORMAT", Item E asks: "Please explain the firms proposed fee schedule for the work proposed, including the percentage your firm will keep upon collection/deposit of business occupation and registration taxes collected to include accounts identified by the County as new, as well as delinquent accounts, and differences in compensation."

Question: Please clarify "delinquent accounts" in this context. Would these be accounts for businesses already known to or registered with the County and placed with the selected contractor for collection? If so, please provide an estimate of the number of such delinquent accounts, their age, and total dollar volume.

Answer: Yes. Approximately 5,000 businesses are delinquent in paying annual occupation taxes over several years. Currently approximately 3,000 businesses are delinquent in paying occupation taxes for 2009. The total dollar volume cannot be determined since the tax is based on gross receipts and the gross receipt information has not been provided to the County by the delinquent tax payer.

ATTACHMENTS



COBB COUNTY BUSINESS LICENSE OR BUSINESS REGISTRATION CERTIFICATE RENEWAL FORM FOR YEAR 2009

BUSINESS LOCATION:

The 2008 Occupation Tax Certificate expires on December 31, 2008. Make payment in the form of a check or money order made payable to: COBB COUNTY BUSINESS LICENSE DIVISION and return it with all forms and supporting documentation prior to December 31, 2008. Please place your business license or business registration number on the check or money order.

This is your Renewal Notice. You will not receive a bill.

Business Type:

Fee Schedule:

2009 Occupation Tax Number:

2008 Occupation Tax Expires:

SIC Code:

RENEWALS MUST BE POSTMARKED BY DECEMBER 31, 2008 OR SUBMITTED TO THE COBB COUNTY BUSINESS LICENSE DIVISION NO LATER THAN DECEMBER 31, 2008

UPDATE INFORMATION MUST BE COMPLETED

Check one: (This section must be completed by the applicant or the renewal application will not be processed)

I am a United States citizen or legal permanent resident 18 years of age or older.

I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States. Provide alien registration number and a copy of the document(s) issued by the U.S. Dept of Homeland Security for non-citizen applicant updating form.

Check if Applicable

Applicant's date of birth:

1. Out of Business in Cobb County: Date:

Businesses that are no longer in business in unincorporated Cobb County must notify the Cobb County Business License Division in writing. A telephone notice is not acceptable.

2. Change of Ownership: Occupation tax Certificates are not transferable. The new owner must make application to change the ownership of the business in person at the Business License Division prior to the ownership change. there is a fifty (\$50.00) dollar change of ownership fee. Please provide documentation for the change of ownership. (i.e. bill of sale, purchase agreement)

3. Please indicate all applicable changes. There is a \$10.00 fee for one or more of the following changes:

a. Change of Business Address: Your certificate is void when there is a change of Business Address (Specify)

b. Change of Mailing Address (Specify)

c. Change of Business Activity (Specify)

d. Change DBA Business Name (Specify)

e. Change Corporate Name (Specify and include a copy of Certificate of Incorporation/Organization from Secretary of State)

4. If you have one, please provide your Georgia Sales and Use Tax number. This number is assigned by the Georgia Department of revenue Sales Tax unit, and is required for any business that sells, rents, or leases any tangible property. For questions regarding sales and use tax requirements. Please call the GA Department of revenue Sales Tax Unit at 404-417-6601.

NOTICE

- I. In order for us to verify you are in the correct classification for the tax, please give a detailed description of your type of business.
II. Please provide the number of W-2 employees at this location, if in Cobb County. All 10-99 independent contractors or subcontractors are required to have their own Cobb County Business Registration Certificate or Occupation Tax Certificate.
III. Interest of 1.5% per month, or portion thereof, will be assessed for Occupation Tax Certificate or Business Registration Certificates not renewed prior to February 1, 2009.
IV. Failure to notify the Cobb County Business License Division in writing when you discontinue business in Cobb County, change business address, or change ownership will result in tax collection proceedings being implemented by the Cobb County Business License Division to collect any money due to Cobb County.

Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.

I swear or affirm the information submitted on this form is true, complete, and correct.

Name of Applicant Updating Form (please print) Position Phone #

Signature of Applicant Updating Form Date E-Mail Address

TO DETERMINE THE TOTAL AMOUNT DUE, UTILIZE THE BACK OF THIS FORM.

**COBB COUNTY OCCUPATION TAX CERTIFICATE RENEWAL FORM
FOR YEAR 2009**

1. **Section I. Please Read These Very Important Instructions.** Cobb County Occupation Taxes and Occupation Tax Certificate Renewal
2. Forms must be postmarked by December 31, 2008 or submitted to the Cobb County Business License Division by December 31, 2008
3. Interest starts accruing February 1st at the rate of 1.5% per month. FIFA charges may be added after January 1, 2009. List any change
4. of DBA, business name, address, change of ownership or type of business on reverse side and return it to our office immediately with the
5. payment. If you are out of business, please complete and sign the reverse side and send it back to our office immediately. Enter your
6. 2008 Taxable Gross Receipts in Section II (D) for the period Oct. 1, 2007 to Sept. 30, 2008, fiscal year 2008, or calendar year 2008.
7. This is your estimated gross receipts for 2009. Gross receipts include all revenues generated from customers or clients who received the
8. product or received service within the State of Georgia, regardless of where orders are placed, where billings are generated, or where
9. payment is made or received. Gross Receipts do not include sales and use tax, excise tax, sales returns, interorganization sales and or
10. transfers, proceeds from sales of goods and services delivered to customers outside the State of GA at the time of delivery or receipt
11. except for payments to real estate agents by real estate brokers. Payments to subcontractors or independent agents except a real estate
12. broker's real estate agent in GA may be deducted from work associated with the Georgia gross receipts, if a list of amounts paid with the
13. name, address, phone number, subcontractor's or independent agent's business license number or occupation tax certificate number,
14. government that issued the business license or occupation tax certificate, type of activity performed on your behalf and date of payment
15. is submitted with this renewal form. Payments to subcontractors or independent agents in GA must be for activities in GA. **Failure to**
16. **provide a complete information list will disqualify the deduction.** Rental property owners may deduct the first \$25,000 of all rental revenue
17. from properties located in unincorporated Cobb County. Do not deduct \$25,000 from each property for each location or certificate.
18. Documents indicating rental revenue from each location in Cobb County must be submitted to obtain \$25,000 deduction for a rental
19. property license. While an occupation tax certificate is required at each rental property location, a tax is required only at the office. The
20. tax for the rental property office is based on all rental property in GA owned by this office. If you have not been in business for a full year,
21. you must estimate 2009 gross receipts based on 2008 sales to date by dividing the 2008 gross receipt figure by the number of months
22. you have been in business in Cobb County in 2008 and multiply by 12. If you can not determine total revenue attributable to the business,
23. take the total gross revenue for all locations in GA and divide by the number of locations in GA
24. For businesses whose estimated gross receipts for 2008 were more than actual gross receipts for calendar year 2008, a refund may be
25. applicable. A written request must be made by March 1, 2009 and must include all supporting documentation. If estimated gross receipts
26. were less than actual gross receipts for calendar year 2008, an additional fee may be applicable and payable to Cobb County. Refunds
27. will not be deducted from the 2009 occupation tax. Total 2008 gross receipts entered in Section II (A) and (B) must be supported by some
28. form of financial backup. Acceptable reports include, but are not limited to, Georgia Sales and Use Tax returns for this location, IRS Tax
29. returns for 2008, if available, in house sales reports, P&L Statements, or an affidavit from your accountant. This support will be held in
30. strict confidence. Payment for the occupation tax certificate must be received by Cobb County or postmarked by December 31, 2008.
31. even if revenue support documents are not available. **PLEASE MAKE PAYMENT IN THE FORM OF A CHECK OR MONEY ORDER**
32. **PAYABLE TO THE COBB COUNTY BUSINESS LICENSE DIVISION.**
33. **NOTICE:** The fee schedule is listed below. Compute your occupation tax based on your GA gross receipts. The renewal of a Business
34. License or Occupation Tax Certificate is subject to audit and the license or certificate will not be issued until all ad valorem taxes are
35. current. If you have any questions, please contact our office by E-Mail at businesslicense@cobbcounty.org, by phone at 770-528-8410,
36. or by fax at 770-528-8414.
37. **Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by**
38. **OCGA 16-10-20.**
39. **I SWEAR OR AFFIRM THAT THE INFORMATION PROVIDED ON THIS FORM IS TRUE, COMPLETE, AND CORRECT.**

Signature: _____ E-Mail Address: _____
 Owner Manager Other

Complete Address: _____ Occupation Tax Number: _____

Section II - To determine the total amount due on line J below, add gross receipts fee on line E plus regulatory fees, interest, change fee, and any underpayment, as applicable.

- | | |
|--|----------|
| A. Total Annual 2008 Gross Receipts in GA per attached documentation. (Without deductions for cost of goods sold or expenses. See Section I for exclusions.) | \$ _____ |
| B. Add: Gain from trading stocks, bonds, capital assets or debt instruments and proceeds from fees for services, rent, interest, royalty or dividend income, if not included in A. | \$ _____ |
| C. Subtract subcontractors as stated in Section I, if complete documentation provided. | \$ _____ |
| D. Taxable Gross Receipts. (A plus B, minus C) | \$ _____ |
| E. Fee or Tax amount based on 2008 GA Gross Receipts line D. (Use table in Section III) | \$ _____ |
| F. Add: Interest. (1.5% of line E, per month or portion thereof, on or after February 1, 2009) | \$ _____ |
| G. Add: Regulatory Fees. (When preprinted) | \$ _____ |
| H. Fee for change(s) noted on reverse side (\$50.00 for change of owner or \$10.00 for one or more change in #3a-e) | \$ _____ |
| I. Amount under paid for 2007 and/or 2008 | \$ _____ |
| J. TOTAL AMOUNT DUE TO COBB COUNTY (E through I) | \$ _____ |

**SECTION III SCHEDULE A-2
GROSS RECEIPTS FEE TABLE**

ANNUAL GROSS REVENUE	TAX
0 - 99,999	90.00
100,000 - 249,999	178.00
250,000 - 499,999	318.00
500,000 - 749,999	493.00
750,000 - 999,999	668.00
1,000,000 - 2,999,999	1,455.00
3,000,000 - 4,999,999	2,855.00
5,000,000 - 9,999,999	4,855.00
10,000,000 - 19,999,999	6,855.00
20,000,000 - 39,999,999	8,855.00
40,000,000 - 79,999,999	10,855.00
80,000,000 - 99,999,999	12,855.00
100,000,000 - AND OVER	\$12,855.00 PLUS \$200.00 PER MILLION OR PORTION THEREOF.

Please make payment in cash or in the form of a check or money order made payable to: COBB COUNTY BUSINESS LICENSE DIVISION and return it immediately to obtain the year 2009 Occupation Tax Certificate. Place your Occupation Tax Certificate number on the check or money order. Send in this form and payment together.

Both sides of this form must be completed, signed, and dated.

RETURN BY MAIL OR IN PERSON TO:	COBB COUNTY BUSINESS LICENSE DIVISION 191 Lawrence St., Marietta, GA 30060-1692 770-528-8410 / FAX 770-528-8414 E-Mail: businesslicense@cobbcounty.org
IN PERSON ONLY:	Office Hours Mon - Fri 8 am - 5 pm
East Cobb Government Center 4400 Lower Roswell Road Marietta, GA M-F 9 am - 6 pm	South Cobb Government Center 4700 Austell Road Austell, GA M-F 9 am - 6 pm



COBB COUNTY BUSINESS LICENSE OR BUSINESS REGISTRATION CERTIFICATE RENEWAL FORM FOR YEAR 2009

BUSINESS LOCATION:

The 2008 Occupation Tax Certificate expires on December 31, 2008. Make payment in the form of a check or money order made payable to: COBB COUNTY BUSINESS LICENSE DIVISION and return it with all forms and supporting documentation prior to December 31, 2008. Please place your business license or business registration number on the check or money order.

This is your Renewal Notice. You will not receive a bill.

Business Type:
Fee Schedule:

2009 Occupation Tax Number:
2008 Occupation Tax Expires:
SIC Code:

RENEWALS MUST BE POSTMARKED BY DECEMBER 31, 2008 OR SUBMITTED TO THE COBB COUNTY BUSINESS LICENSE DIVISION NO LATER THAN DECEMBER 31, 2008

UPDATE INFORMATION MUST BE COMPLETED

Check one: (This section must be completed by the applicant or the renewal application will not be processed)

- I am a United States citizen or legal permanent resident 18 years of age or older.
I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States. Provide alien registration number and a copy of the document(s) issued by the U.S. Dept of Homeland Security for non-citizen applicant updating form.
Applicant's date of birth:

Check if Applicable

- 1. Out of Business in Cobb County: Date:
Businesses that are no longer in business in unincorporated Cobb County must notify the Cobb County Business License Division in writing. A telephone notice is not acceptable.
2. Change of Ownership: Occupation tax Certificates are not transferable. The new owner must make application to change the ownership of the business in person at the Business License Division prior to the ownership change. there is a fifty (\$50.00) dollar change of ownership fee. Please provide documentation for the change of ownership. (i.e. bill of sale, purchase agreement)
3. Please indicate all applicable changes. There is a \$10.00 fee for one or more of the following changes:
a. Change of Business Address: Your certificate is void when there is a change of Business Address (Specify)
b. Change of Mailing Address (Specify)
c. Change of Business Activity (Specify)
d. Change DBA Business Name (Specify)
e. Change Corporate Name (Specify and include a copy of Certificate of Incorporation/Organization from Secretary of State)
4. If you have one, please provide your Georgia Sales and Use Tax number. This number is assigned by the Georgia Department of revenue Sales Tax unit, and is required for any business that sells, rents, or leases any tangible property. For questions regarding sales and use tax requirements. Please call the GA Department of revenue Sales Tax Unit at 404-417-6601.

NOTICE

- I. In order for us to verify you are in the correct classification for the tax, please give a detailed description of your type of business.
II. Please provide the number of W-2 employees at this location, if in Cobb County. All 10-99 independent contractors or subcontractors are required to have their own Cobb County Business Registration Certificate or Occupation Tax Certificate.
III. Interest of 1.5% per month, or portion thereof, will be assessed for Occupation Tax Certificate or Business Registration Certificates not renewed prior to February 1, 2009.
IV. Failure to notify the Cobb County Business License Division in writing when you discontinue business in Cobb County, change business address, or change ownership will result in tax collection proceedings being implemented by the Cobb County Business License Division to collect any money due to Cobb County.

Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.

I swear or affirm the information submitted on this form is true, complete, and correct.

Name of Applicant Updating Form (please print) Position Phone #

Signature of Applicant Updating Form Date E-Mail Address

TO DETERMINE THE TOTAL AMOUNT DUE, UTILIZE THE BACK OF THIS FORM.

**COBB COUNTY OCCUPATION TAX CERTIFICATE RENEWAL FORM
FOR YEAR 2009**

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4. of DBA, business name, address, change of ownership or type of business on reverse side and return it to our office immediately with
5. payment. If you are out of business, please complete and sign the reverse side and send it back to our office immediately. Enter your
6. 2008 Taxable Gross Receipts in Section II (D) for the period Oct. 1, 2007 to Sept. 30, 2008, fiscal year 2008, or calendar year 2008.
7. This is your estimated gross receipts for 2009. Gross receipts include all revenues generated from customers or clients who received the product or received service within the State of Georgia, regardless of where orders are placed, where billings are generated, or where
8. payment is made or received. Gross Receipts do not include sales and use tax, excise tax, sales returns, interorganization sales and or
9. transfers, proceeds from sales of goods and services delivered to customers outside the State of GA at the time of delivery or receipt
10. except for payments to real estate agents by real estate brokers. Payments to subcontractors or independent agents except a real estate
11. broker's real estate agent in GA may be deducted from work associated with the Georgia gross receipts, if a list of amounts paid with the
12. name, address, phone number, subcontractor's or independent agent's business license number or occupation tax certificate number,
13. government that issued the business license or occupation tax certificate, type of activity performed on your behalf and date of payment
14. is submitted with this renewal form. Payments to subcontractors or independent agents in GA must be for activities in GA. **Failure to**
15. **provide a complete information list will disqualify the deduction.** Rental property owners may deduct the first \$25,000 of all rental revenue
16. from properties located in unincorporated Cobb County. Do not deduct \$25,000 from each property for each location or certificate.
17. Documents indicating rental revenue from each location in Cobb County must be submitted to obtain \$25,000 deduction for a rental
18. property license. While an occupation tax certificate is required at each rental property location, a tax is required only at the office. The
19. tax for the rental property office is based on all rental property in GA owned by this office. If you have not been in business for a full year,
20. you must estimate 2009 gross receipts based on 2008 sales to date by dividing the 2008 gross receipt figure by the number of months
21. you have been in business in Cobb County in 2008 and multiply by 12. If you can not determine total revenue attributable to the business,
22. take the total gross revenue for all locations in GA and divide by the number of locations in GA
- 23.
24. For businesses whose estimated gross receipts for 2008 were more than actual gross receipts for calendar year 2008, a refund may be
25. applicable. A written request must be made by March 1, 2009 and must include all supporting documentation. If estimated gross receipts
26. were less than actual gross receipts for calendar year 2008, an additional fee may be applicable and payable to Cobb County. Refunds
27. will not be deducted from the 2009 occupation tax. Total 2008 gross receipts entered in Section II (A) and (B) must be supported by some
28. form of financial backup. Acceptable reports include, but are not limited to, Georgia Sales and Use Tax returns for this location, IRS Tax
29. returns for 2008, if available, in house sales reports, P&L Statements, or an affidavit from your accountant. This support will be held in
30. strict confidence. Payment for the occupation tax certificate must be received by Cobb County or postmarked by December 31, 2008.
31. even if revenue support documents are not available. **PLEASE MAKE PAYMENT IN THE FORM OF A CHECK OR MONEY ORDER**
32. **PAYABLE TO THE COBB COUNTY BUSINESS LICENSE DIVISION.**
33. **NOTICE:** The fee schedule is listed below. Compute your occupation tax based on your GA gross receipts. The renewal of a Business
34. License or Occupation Tax Certificate is subject to audit and the license or certificate will not be issued until all ad valorem taxes are
35. current. If you have any questions, please contact our office by E-Mail at businesslicense@cobbcounty.org, by phone at 770-528-8410,
36. or by fax at 770-528-8414.
37. **Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.**

38. **I SWEAR OR AFFIRM THAT THE INFORMATION PROVIDED ON THIS FORM IS TRUE, COMPLETE, AND CORRECT.**
Signature: _____ **E-Mail Address:** _____
 Owner Manager Other

Complete Address: _____ **Occupation Tax Number:** _____

- Section II -** To determine the total amount due on line J below, add gross receipts fee on line E plus regulatory fees, interest, change fee, and any underpayment, as applicable.
- A. Total Annual 2008 Gross Receipts in GA per attached documentation. (Without deductions for cost of goods sold or expenses. See Section I for exclusions.) \$ _____
 - B. Add: Gain from trading stocks, bonds, capital assets or debt instruments and proceeds from fees for services, rent, interest, royalty or dividend income, if not included in A. \$ _____
 - C. Subtract subcontractors as stated in Section I, if complete documentation provided. \$ _____
 - D. Taxable Gross Receipts. (A plus B, minus C) \$ _____
 - E. Fee or Tax amount based on 2008 GA Gross Receipts line D. (Use table in Section III) \$ _____
 - F. Add: Interest. (1.5% of line E, per month or portion thereof, on or after February 1, 2009) \$ _____
 - G. Add: Regulatory Fees. (When preprinted) \$ _____
 - H. Fee for change(s) noted on reverse side (\$50.00 for change of owner or \$10.00 for one or more change in #3a-e) \$ _____
 - I. Amount under paid for 2007 and/or 2008 \$ _____
 - J. TOTAL AMOUNT DUE TO COBB COUNTY (E through I) \$ _____

SECTION III		SCHEDULE A-1	
GROSS RECEIPTS FEE TABLE			
ANNUAL GROSS REVENUE		TAX	
0 -	99,999	85.00	
100,000 -	249,999	160.00	
250,000 -	499,999	280.00	
500,000 -	749,999	430.00	
750,000 -	999,999	580.00	
1,000,000 -	2,999,999	1,255.00	
3,000,000 -	4,999,999	2,455.00	
5,000,000 -	9,999,999	4,455.00	
10,000,000 -	19,999,999	6,455.00	
20,000,000 -	39,999,999	8,455.00	
40,000,000 -	79,999,999	10,455.00	
80,000,000 -	99,999,999	12,455.00	
100,000,000 -	AND OVER	\$12,455.00 PLUS \$100.00 PER MILLION OR PORTION THEREOF.	

Please make payment in cash or in the form of a check or money order made payable to: COBB COUNTY BUSINESS LICENSE DIVISION and return it immediately to obtain the year 2009 Occupation Tax Certificate. Place your Occupation Tax Certificate number on the check or money order. Send in this form and payment together.

Both sides of this form must be completed, signed, and dated.

RETURN BY MAIL OR IN PERSON TO: COBB COUNTY BUSINESS LICENSE DIVISION
 191 Lawrence St., Marietta, GA 30060-1692
 770-528-8410 / FAX 770-528-8414
 E-Mail: businesslicense@cobbcounty.org
IN PERSON ONLY: Office Hours Mon - Fri 8 am - 5 pm
 East Cobb Government Center South Cobb Government Center
 4400 Lower Roswell Road 4700 Austell Road
 Marietta, GA M-F 9 am - 6 pm Austell, GA M-F 9 am - 6 pm



COBB COUNTY BUSINESS LICENSE OR BUSINESS REGISTRATION CERTIFICATE RENEWAL FORM FOR YEAR 2009

BUSINESS LOCATION:

The 2008 Occupation Tax Certificate expires on December 31, 2008. Make payment in the form of a check or money order made payable to: COBB COUNTY BUSINESS LICENSE DIVISION and return it with all forms and supporting documentation prior to December 31, 2008. Please place your business license or business registration number on the check or money order.

This is your Renewal Notice. You will not receive a bill.

Business Type:
Fee Schedule:

2009 Occupation Tax Number:
2008 Occupation Tax Expires:
SIC Code:

RENEWALS MUST BE POSTMARKED BY DECEMBER 31, 2008 OR SUBMITTED TO THE COBB COUNTY BUSINESS LICENSE DIVISION NO LATER THAN DECEMBER 31, 2008

UPDATE INFORMATION MUST BE COMPLETED

Check one: (This section must be completed by the applicant or the renewal application will not be processed)

- I am a United States citizen or legal permanent resident 18 years of age or older.
I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States. Provide alien registration number and a copy of the document(s) issued by the U.S. Dept of Homeland Security for non-citizen applicant updating form.
Applicant's date of birth:

Check if Applicable

- 1. Out of Business in Cobb County: Date:
Businesses that are no longer in business in unincorporated Cobb County must notify the Cobb County Business License Division in writing. A telephone notice is not acceptable.
2. Change of Ownership: Occupation tax Certificates are not transferable. The new owner must make application to change the ownership of the business in person at the Business License Division prior to the ownership change. there is a fifty (\$50.00) dollar change of ownership fee. Please provide documentation for the change of ownership. (i.e. bill of sale, purchase agreement)
3. Please indicate all applicable changes. There is a \$10.00 fee for one or more of the following changes:
a. Change of Business Address: Your certificate is void when there is a change of Business Address (Specify)
b. Change of Mailing Address (Specify)
c. Change of Business Activity (Specify)
d. Change DBA Business Name (Specify)
e. Change Corporate Name (Specify and include a copy of Certificate of Incorporation/Organization from Secretary of State)
4. If you have one, please provide your Georgia Sales and Use Tax number. This number is assigned by the Georgia Department of revenue Sales Tax unit, and is required for any business that sells, rents, or leases any tangible property. For questions regarding sales and use tax requirements. Please call the GA Department of revenue Sales Tax Unit at 404-417-6601.

NOTICE

- I. In order for us to verify you are in the correct classification for the tax, please give a detailed description of your type of business.
II. Please provide the number of W-2 employees at this location, if in Cobb County. All 10-99 independent contractors or subcontractors are required to have their own Cobb County Business Registration Certificate or Occupation Tax Certificate.
III. Interest of 1.5% per month, or portion thereof, will be assessed for Occupation Tax Certificate or Business Registration Certificates not renewed prior to February 1, 2009.
IV. Failure to notify the Cobb County Business License Division in writing when you discontinue business in Cobb County, change business address, or change ownership will result in tax collection proceedings being implemented by the Cobb County Business License Division to collect any money due to Cobb County.

Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.

I swear or affirm the information submitted on this form is true, complete, and correct.

Name of Applicant Updating Form (please print) Position Phone #

Signature of Applicant Updating Form Date E-Mail Address

TO DETERMINE THE TOTAL AMOUNT DUE, UTILIZE THE BACK OF THIS FORM.

**COBB COUNTY BUSINESS LICENSE OR BUSINESS REGISTRATION CERTIFICATE RENEWAL FORM
FOR YEAR 2009**

2009 Cobb County Business License/Occupation Taxes must be postmarked by December 31, 2008 or submitted no later than December 31, 2008. Interest starts accruing February 1st at the rate of 1.5% per month. FIFA charges may be added to all delinquent amounts due. List any change of DBA, business name, address, change of ownership, or type of business on reverse side. If you are out of business, please complete the appropriate line on reverse side, indicate date out of business, sign the form, and return it to our office immediately.

NOTICE: Interest of 1.5% per month, or portion thereof, will be applied on or after February 1, 2009 to all fees. Renewal Notices must be submitted to the business license division no later than December 31, 2008.

Renewal fees for regulatory licenses are based on the cost to regulate business in Cobb County. If you have any questions or if we can be of service to you, please contact our office at 770-528-8410, FAX 770-528-8414, or E-Mail businesslicense@cobbcounty.org.

Your regulatory fee has been computed in accordance with Cobb County's regulatory license fee schedule, based on information within our office. If you are conducting business in Cobb County, you must pay the regulatory fee stated.

Payment of \$ _____ is due immediately. Interest must be added to payments postmarked or received on or after February 1, 2009. If there is **NO CHARGE** for the license, as preprinted, please sign, date, and return this form to obtain the license or certificate. Be sure to include the \$10.00 fee for any changes noted in item #4a-e on the reverse side of this form.

PLEASE MAKE YOUR CHECK PAYABLE TO COBB COUNTY BUSINESS LICENSE DIVISION and return it with this form immediately. Please place your license number on the check.

ALL BUSINESSES LOCATED OUTSIDE OF UNINCORPORATED COBB COUNTY MUST SUBMIT A COPY OF A VALID OCCUPATION TAX CERTIFICATE FROM THE GOVERNMENT WHERE THE BUSINESS IS LOCATED WITH THIS RENEWAL APPLICATION.

Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.

I SWEAR OR AFFIRM THAT THE INFORMATION PROVIDED ON THIS FORM IS TRUE, COMPLETE, AND CORRECT.

SIGNATURE: _____ CERTIFICATE OR LICENSE NUMBER _____
() Owner () Manager () Other

Complete Address: _____

RETURN BY MAIL OR IN PERSON TO:
COBB COUNTY BUSINESS LICENSE DIVISION
191 Lawrence Street, Marietta, GA 30060-1692
770-528-8410 / FAX 770-528-8414
E-Mail: businesslicense@cobbcounty.org
Office Hours Mon - Fri 8 am - 5 pm

IN PERSON FOR NO CHARGE RENEWALS ONLY:
EAST COBB GOVERNMENT CENTER
4400 Lower Roswell Road, Marietta
Office Hours Mon - Fri 9 am - 6 pm
SOUTH COBB GOVERNMENT CENTER
4700 Austell Road, Austell
Office Hours Mon - Fri 9 am - 6 pm

Please send in this form with payment as indicated. This renewal form will not be processed without appropriate payment. PLEASE PLACE BUSINESS LICENSE / REGISTRATION CERTIFICATE NUMBER ON CHECK.

NOTICE

All businesses claiming exemption from Occupation Taxes fees must file this renewal form with the most current documentation from the Internal Revenue Service, State of Georgia, Probate Court or Veterans Administration supporting the exemption. Construction businesses and other State regulated businesses must submit a copy of the current State certification card with this renewal form. Life Insurance Companies are exempt and must submit a copy of the current certification card issued by the Insurance Commissioner's Office. **Businesses located outside of unincorporated Cobb County must submit a copy of a valid Occupation Tax Certificate where the business is located.** Payment must be submitted to Cobb County if the Occupation Tax Certificate is not available from the government where the business is located.

BOTH SIDES OF THIS FORM MUST BE COMPLETED, SIGNED, AND DATED.



COBB COUNTY OCCUPATION TAX CERTIFICATE RENEWAL FORM FOR YEAR 2009

BUSINESS LOCATION:

Cobb County Occupation Taxes must be submitted or postmarked no later than December 31, 2008. Interest starts accruing February 1, 2009 at the rate of 1.5% per month. FIFA charges may be added on and/or after January 1, 2009.

This is your Renewal Notice. You will not receive a bill.

Business Type:
Fee Schedule:

2009 Occupation Tax Number:
2008 Occupation Tax Certificate Expires:
SIC Code:

RENEWALS MUST BE POSTMARKED BY DECEMBER 31, 2008 OR SUBMITTED TO THE COBB COUNTY BUSINESS LICENSE DIVISION NO LATER THAN DECEMBER 31, 2008

UPDATE INFORMATION

Check one: (This section must be completed by the applicant or the renewal application will not be processed)

- I am a United States citizen or legal permanent resident 18 years of age or older.
I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States. Provide alien registration number and a copy of the document(s) issued by the U.S. Dept of Homeland Security for non-citizen applicant updating form.

Check if Applicable

Applicant's date of birth:

- 1. Out of Business in Cobb County: Date:
Businesses that are no longer in business in unincorporated Cobb County must notify the Cobb County Business License Division in writing. A telephone notice is not acceptable.
2. Change of Ownership: Occupation tax Certificates are not transferable. The new owner must make application to change the ownership of the business in person at the Business License Division prior to the ownership change. there is a fifty (\$50.00) dollar change of ownership fee. Please provide documentation for the change of ownership. (i.e. bill of sale, purchase agreement)
3. Please indicate all applicable changes. There is a \$10.00 fee for one or more of the following changes:
a. Change of Business Address: Your certificate is void when there is a change of Business Address (Specify)
b. Change of Mailing Address (Specify)
c. Change of Business Activity (Specify)
d. Change DBA Business Name (Specify)
e. Change Corporate Name (Specify and include a copy of Certificate of Incorporation/Organization from Secretary of State)
4. If you have one, please provide your Georgia Sales and Use Tax number. This number is assigned by the Georgia Department of revenue Sales Tax unit, and is required for any business that sells, rents, or leases any tangible property. For questions regarding sales and use tax requirements. Please call the GA Department of revenue Sales Tax Unit at 404-417-6601.

NOTICE

- I. All 10-99 independent contractors or subcontractors are required to have their own Cobb County Business Registration Certificate, Business License, or Occupation Tax Certificate.
II. List each professional to be covered under this 2009 Occupation Tax Certificate. (Attach additional listing if necessary)
III. In order for us to verify you are in the correct classification for the tax, please give a detailed description of your type of business.
IV. Failure to notify the Cobb County Business License Division in writing when you discontinue business in Cobb County, change business address, or change ownership will result in tax collection proceedings being implemented by the Cobb County Business License Division to collect any amount due to Cobb County.

Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.

I swear or affirm the information submitted on this form is true, complete, and correct.

Name of Applicant Updating Form (please print) Position Phone #

Signature of Applicant Updating Form Date E-Mail Address

TO DETERMINE THE TOTAL AMOUNT DUE, UTILIZE THE BACK OF THIS FORM.

(OVER)

**COBB COUNTY OCCUPATION TAX CERTIFICATE RENEWAL FORM
FOR YEAR 2009**

1. **Section I: PLEASE READ THESE VERY IMPORTANT INSTRUCTIONS**
2. List any change of DBA, business name, address, change of ownership or type of business on reverse side. If you are out of business, please complete and sign the reverse side and send it back to our office immediately. Professionals
3. have the option of paying \$400 per professional or have the tax amount determined based on total annual gross receipts
4. for each business location in the State of GA. Renewal of a professional Occupation Tax Certificate for all the
5. professionals in the practice should include a list of the names of the professional owners to be covered. Each
6. independent professional is responsible for his/her own occupation tax. Occupation taxes must be paid at each location.
7. Occupation taxes must also be paid for part-time or temporary professionals. **If you choose to pay on taxable gross**
8. **receipts as indicated in Section II (C), this revenue amount must be supported by some form of financial backup**
9. **for the period Oct. 1, 2007 to Sept. 30, 2008, fiscal year 2008, or calendar year 2008. This will be your estimated**
10. **gross receipts for the year 2009. Acceptable reports include, but are not limited to, 2008 Georgia Sales and Use**
11. **Tax Returns for each location, IRS Tax Return for 2008 if available, in house revenue reports, P&L Statements,**
12. **or an affidavit from your accountant. Payment of the tax must be received by Cobb County even if revenue**
13. **support documents are not available.** This report must indicate the revenue generated from this particular location,
14. and it will be held in strict confidence. You are not required to disclose gross receipts if you pay \$400 per professional.
15. The tax schedule is listed below. Compute your tax based on your gross receipts or pay a flat \$400 per professional.
16. Indicate the amount paid in Section II (H) below. As provided by Cobb County ordinance, the Occupation Tax
17. Certificate will not be issued until all ad valorem taxes are current. If you have any questions, please contact our office
18. at 770-528-8410, fax 770-528-8414, or E-Mail businesslicense@cobbcounty.org.
20. For businesses whose estimated gross receipts for 2008 were more than actual gross receipts for calendar year 2008, a
21. refund may be applicable. Written request must be made by March 1, 2009 and must include all supporting
22. documentation. If estimated gross receipts were less than actual gross receipts for calendar year 2008, additional tax may
23. be applicable and payable to Cobb County. Refunds will not be deducted from the 2009 occupation tax.
24. **PLEASE MAKE PAYMENT IN THE FORM OF A CHECK OR MONEY ORDER PAYABLE TO COBB COUNTY**
25. **BUSINESS LICENSE DIVISION** and return it with all forms no later than December 31, 2008 to obtain the year 2009
26. Occupation Tax Certificate. Please place your occupation tax number on the check. Payments postmarked on or after
27. February 1, 2009 will be assessed applicable interest. Interest of 1.5% per month, or portion thereof, will be assessed for
28. Occupation Tax Certificates not renewed prior to February 1, 2009.

Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.

I SWEAR OR AFFIRM THAT THE INFORMATION PROVIDED ON THIS FORM IS TRUE, COMPLETE, AND CORRECT.

SIGNATURE: _____ OCCUPATION TAX CERTIFICATE NUMBER _____
() Owner () Manager () Other

Complete Address: _____

Section II- To determine the total amount due on line H below, add interest, change fee, and/or prior year under payment to the flat tax or gross receipts tax on line D.

- | | |
|---|----------|
| A. Total 2008 Gross Receipts in GA (Without deductions for cost of goods sold or expenses.) | \$ _____ |
| B. <u>Add:</u> Gain from trading stocks, bonds, capital assets or debt instruments and proceeds from fees for services, rent, interest, royalty or dividend income, if not included in A. | \$ _____ |
| C. 2008 GA Gross Receipts (A plus B). | \$ _____ |
| D. 2009 Occupation Tax based on 2008 GA Gross Receipts on line C (use table in Section III) <u>OR</u> \$400 per professional. | \$ _____ |
| E. <u>Add:</u> Interest (1.5% of line D, per month, or portion thereof, on or after February 1, 2009) | \$ _____ |
| F. Fee for change(s) noted on reverse side (\$50.00 for change of owner or \$10.00 for one or more change in #3a-e) | \$ _____ |
| G. Amount under paid from prior years | \$ _____ |
| H. TOTAL AMOUNT DUE TO COBB COUNTY. (add lines D through G) | \$ _____ |

Send in this form with payment attached. This renewal form will not be processed without payment.

BOTH SIDES OF THIS FORM MUST BE COMPLETED, SIGNED, AND DATED.

Form PROF
BLPFF4.FRM

**SECTION III SCHEDULE A-1
GROSS RECEIPTS FEE TABLE**

ANNUAL GROSS REVENUE	TAX
0 - 99,999	85.00
100,000 - 249,999	160.00
250,000 - 499,999	280.00
500,000 - 749,999	430.00
750,000 - 999,999	580.00
1,000,000 - 2,999,999	1,255.00
3,000,000 - 4,999,999	2,455.00
5,000,000 - 9,999,999	4,455.00
10,000,000 - 19,999,999	6,455.00
20,000,000 - 39,999,999	8,455.00
40,000,000 - 79,999,999	10,455.00
80,000,000 - 99,999,999	12,455.00
100,000,000 - AND OVER	\$12,455.00 PLUS \$100.00 PER MILLION OR PORTION THEREOF.

RETURN BY MAIL	COBB COUNTY BUSINESS LICENSE DIVISION
OR IN PERSON TO:	191 Lawrence St., Marietta, GA 30060-1692
	770-528-8410 / FAX 770-528-8414
	E-Mail: businesslicense@cobbcounty.org
IN PERSON ONLY:	Office Hours: Mon - Fri 8 am - 5 pm
East Cobb Government Center	South Cobb Government Center
4400 Lower Roswell Road	4700 Austell Road
Marietta, GA M-F 9 am - 6 pm	Austell, GA M-F 9 am - 6 pm



COBB COUNTY BUSINESS LICENSE OR BUSINESS REGISTRATION CERTIFICATE RENEWAL FORM FOR YEAR 2009

BUSINESS LOCATION:

The 2008 Occupation Tax Certificate expires on December 31, 2008. Make payment in the form of a check or money order made payable to: COBB COUNTY BUSINESS LICENSE DIVISION and return it with all forms and supporting documentation prior to December 31, 2008. Please place your business license or business registration number on the check or money order.

This is your Renewal Notice. You will not receive a bill.

Business Type:

Fee Schedule:

2009 Occupation Tax Number:

2008 Occupation Tax Expires:

SIC Code:

RENEWALS MUST BE POSTMARKED BY DECEMBER 31, 2008 OR SUBMITTED TO THE COBB COUNTY BUSINESS LICENSE DIVISION NO LATER THAN DECEMBER 31, 2008

UPDATE INFORMATION MUST BE COMPLETED

Check one: (This section must be completed by the applicant or the renewal application will not be processed)

- I am a United States citizen or legal permanent resident 18 years of age or older.
I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States. Provide alien registration number and a copy of the document(s) issued by the U.S. Dept of Homeland Security for non-citizen applicant updating form.

Check if Applicable

Applicant's date of birth:

- 1. Out of Business in Cobb County: Date: Businesses that are no longer in business in unincorporated Cobb County must notify the Cobb County Business License Division in writing.
2. Change of Ownership: Occupation tax Certificates are not transferable.
3. Please indicate all applicable changes. There is a \$10.00 fee for one or more of the following changes:
a. Change of Business Address: Your certificate is void when there is a change of Business Address (Specify)
b. Change of Mailing Address (Specify)
c. Change of Business Activity (Specify)
d. Change DBA Business Name (Specify)
e. Change Corporate Name (Specify and include a copy of Certificate of Incorporation/Organization from Secretary of State)
4. If you have one, please provide your Georgia Sales and Use Tax number.

NOTICE

- I. In order for us to verify you are in the correct classification for the tax, please give a detailed description of your type of business.
II. Please provide the number of W-2 employees at this location, if in Cobb County. All 10-99 independent contractors or subcontractors are required to have their own Cobb County Business Registration Certificate or Occupation Tax Certificate.
III. Interest of 1.5% per month, or portion thereof, will be assessed for Occupation Tax Certificate or Business Registration Certificates not renewed prior to February 1, 2009.
IV. Failure to notify the Cobb County Business License Division in writing when you discontinue business in Cobb County, change business address, or change ownership will result in tax collection proceedings being implemented by the Cobb County Business License Division to collect any money due to Cobb County.

Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by OCGA 16-10-20.

I swear or affirm the information submitted on this form is true, complete, and correct.

Name of Applicant Updating Form (please print) Position Phone #

Signature of Applicant Updating Form Date E-Mail Address

TO DETERMINE THE TOTAL AMOUNT DUE, UTILIZE THE BACK OF THIS FORM.

**COBB COUNTY OCCUPATION TAX CERTIFICATE RENEWAL FORM
FOR YEAR 2009**

1. **Section I. Please Read These Very Important Instructions.** Cobb County Occupation Taxes and Occupation Tax Certificate Renewal
2. Forms must be postmarked by December 31, 2008 or submitted to the Cobb County Business License Division by December 31, 2008
3. Interest starts accruing February 1st at the rate of 1.5% per month. FIFA charges may be added after January 1, 2009. List any change
4. of DBA, business name, address, change of ownership or type of business on reverse side and return it to our office immediately with
5. payment. If you are out of business, please complete and sign the reverse side and send it back to our office immediately. Enter your
6. 2008 Taxable Gross Receipts in Section II (D) for the period Oct. 1, 2007 to Sept. 30, 2008, fiscal year 2008, or calendar year 2008.
7. This is your estimated gross receipts for 2009. Gross receipts include all revenues generated from customers or clients who received the
8. product or received service within the State of Georgia, regardless of where orders are placed, where billings are generated, or where
9. payment is made or received. Gross Receipts do not include sales and use tax, excise tax, sales returns, interorganization sales and or
10. transfers, proceeds from sales of goods and services delivered to customers outside the State of GA at the time of delivery or receipt
11. except for payments to real estate agents by real estate brokers. Payments to subcontractors or independent agents except a real estate
12. broker's real estate agent in GA may be deducted from work associated with the Georgia gross receipts, if a list of amounts paid with the
13. name, address, phone number, subcontractor's or independent agent's business license number or occupation tax certificate number,
14. government that issued the business license or occupation tax certificate, type of activity performed on your behalf and date of payment
15. is submitted with this renewal form. Payments to subcontractors or independent agents in GA must be for activities in GA. **Failure to**
16. **provide a complete information list will disqualify the deduction.** Rental property owners may deduct the first \$25,000 of all rental revenue
17. from properties located in unincorporated Cobb County. Do not deduct \$25,000 from each property for each location or certificate.
18. Documents indicating rental revenue from each location in Cobb County must be submitted to obtain \$25,000 deduction for a rental
19. property license. While an occupation tax certificate is required at each rental property location, a tax is required only at the office. The
20. tax for the rental property office is based on all rental property in GA owned by this office. If you have not been in business for a full year,
21. you must estimate 2009 gross receipts based on 2008 sales to date by dividing the 2008 gross receipt figure by the number of months
22. you have been in business in Cobb County in 2008 and multiply by 12. If you can not determine total revenue attributable to the business,
23. take the total gross revenue for all locations in GA and divide by the number of locations in GA
24. For businesses whose estimated gross receipts for 2008 were more than actual gross receipts for calendar year 2008, a refund may be
25. applicable. A written request must be made by March 1, 2009 and must include all supporting documentation. If estimated gross receipts
26. were less than actual gross receipts for calendar year 2008, an additional fee may be applicable and payable to Cobb County. Refunds
27. will not be deducted from the 2009 occupation tax. Total 2008 gross receipts entered in Section II (A) and (B) must be supported by some
28. form of financial backup. Acceptable reports include, but are not limited to, Georgia Sales and Use Tax returns for this location, IRS Tax
29. returns for 2008, if available, in house sales reports, P&L Statements, or an affidavit from your accountant. This support will be held in
30. strict confidence. Payment for the occupation tax certificate must be received by Cobb County or postmarked by December 31, 2008.
31. even if revenue support documents are not available. PLEASE MAKE PAYMENT IN THE FORM OF A CHECK OR MONEY ORDER
32. **PAYABLE TO THE COBB COUNTY BUSINESS LICENSE DIVISION.**
33. **NOTICE:** The fee schedule is listed below. Compute your occupation tax based on your GA gross receipts. The renewal of a Business
34. License or Occupation Tax Certificate is subject to audit and the license or certificate will not be issued until all ad valorem taxes are
35. current. If you have any questions, please contact our office by E-Mail at businesslicense@cobbcounty.org, by phone at 770-528-8410,
36. or by fax at 770-528-8414.
37. **Providing false, fictitious, or fraudulent statements or representations may be punished as a felony as provided by**
38. **OCGA 16-10-20.**

38. I SWEAR OR AFFIRM THAT THE INFORMATION PROVIDED ON THIS FORM IS TRUE, COMPLETE, AND CORRECT.

Signature: _____ E-Mail Address: _____

() Owner () Manager () Other

Complete Address: _____ Occupation Tax Number: _____

Section II - To determine the total amount due on line J below, add gross receipts fee on line E plus regulatory fees, interest, change fee, and any underpayment, as applicable.

A. Total Annual 2008 Gross Receipts in GA per attached documentation. (Without deductions for cost of goods sold or expenses. See Section I for exclusions.)	\$ _____
B. Add: Gain from trading stocks, bonds, capital assets or debt instruments and proceeds from fees for services, rent, interest, royalty or dividend income, if not included in A.	\$ _____
C. Subtract subcontractors as stated in Section I, if complete documentation provided.	\$ _____
D. Taxable Gross Receipts. (A plus B, minus C)	\$ _____
E. Fee or Tax amount based on 2008 GA Gross Receipts line D. (Use table in Section III)	\$ _____
F. Add: Interest. (1.5% of line E, per month or portion thereof, on or after February 1, 2009)	\$ _____
G. Add: Regulatory Fees. (When preprinted)	\$ _____
H. Fee for change(s) noted on reverse side (\$50.00 for change of owner or \$10.00 for one or more change in #3a-e)	\$ _____
I. Amount under paid for 2007 and/or 2008	\$ _____
J. TOTAL AMOUNT DUE TO COBB COUNTY (E through I)	\$ _____

SECTION III		SCHEDULE A-2	
GROSS RECEIPTS FEE TABLE			
ANNUAL GROSS REVENUE		TAX	
0 -	99,999	90.00	
100,000 -	249,999	178.00	
250,000 -	499,999	318.00	
500,000 -	749,999	493.00	
750,000 -	999,999	668.00	
1,000,000 -	2,999,999	1,455.00	
3,000,000 -	4,999,999	2,855.00	
5,000,000 -	9,999,999	4,855.00	
10,000,000 -	19,999,999	6,855.00	
20,000,000 -	39,999,999	8,855.00	
40,000,000 -	79,999,999	10,855.00	
80,000,000 -	99,999,999	12,855.00	
100,000,000 -	AND OVER	\$12,855.00 PLUS \$200.00 PER MILLION OR PORTION THEREOF.	

Please make payment in cash or in the form of a check or money order made payable to: **COBB COUNTY BUSINESS LICENSE DIVISION** and return it immediately to obtain the year 2009 Occupation Tax Certificate. Place your Occupation Tax Certificate number on the check or money order. Send in this form and payment together.

Both sides of this form must be completed, signed, and dated.

RETURN BY MAIL OR IN PERSON TO: COBB COUNTY BUSINESS LICENSE DIVISION
191 Lawrence St., Marietta, GA 30060-1692
770-528-8410 / FAX 770-528-8414
E-Mail: businesslicense@cobbcounty.org

IN PERSON ONLY: Office Hours Mon - Fri 8 am - 5 pm

East Cobb Government Center 4400 Lower Roswell Road Marietta, GA M-F 9 am - 6 pm	South Cobb Government Center 4700 Austell Road Austell, GA M-F 9 am - 6 pm
--	--



Cobb County Business License Division
191 Lawrence Street, Marietta, GA 30060-1692
Phone (770) 528-8410 Fax (770) 528-8414
Web site Address - www.cobbcounty.org

Application For Corporation or Limited Liability Company LLC Occupation Tax Certificate

A Certificate of Registration from the Secretary of State or Articles of Organization must accompany this application. To obtain information on becoming incorporated please call (404) 656-2817. This application **must** be submitted in person to the Business License Division. The application must be filled out **completely** to obtain a Cobb County Occupation Tax Certificate. Payment must be filed with the application to obtain a Cobb County Occupation Tax Certificate. This application will not be processed if it is not accompanied by the appropriate tax or fee. ***You will not be billed.*** Please print with ink or type.

This Business is: New to Cobb County
 Ownership Change / Date ownership changed _____
 I am filing a name/or address change for # _____

Is this business located: Outside Cobb In Unincorporated Cobb Inside a City

1. Name Doing Business As _____ Phone # () _____

2. Name of Corporation/ LLC _____

3. Business Address _____ Suite# _____ City _____ State _____ Zip _____

4. Mailing Address _____ Suite# _____ City _____ State _____ Zip _____

5. Is property zoned? Residential Commercial Industrial Fax # _____

6. Full Detailed Description of Business _____

7. Estimated Gross Receipts in GA from this location for the remaining calendar year. \$ _____

8. Date Business began in Cobb County _____ # of employees in Cobb _____

9. State Sales Tax ID # _____ Federal ID # _____

10. President/ Managing Member _____ Cell # _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone () _____ D/O/B ____/____/____/Drivers License # _____ State _____

11. Vice President/ Member _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone () _____ D/O/B ____/____/____/Drivers License # _____ State _____

12. Secretary/ Member _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone () _____ D/O/B ____/____/____/Drivers License # _____ State _____

13. Treasurer/ Member _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone () _____ D/O/B ____/____/____/Drivers License # _____ State _____

14. Person completing application _____ Cell # _____ Title _____

15. Name of manager(s) of this location _____

16. Have you the applicant, or anyone having any ownership of this business ever violated, been arrested, or convicted of any Federal or State Law, or any ordinance or resolution regulating any business? _____ If yes, please list all dates and locations of the offenses and disposition of charges _____

17. Are you, the applicant the corporation, LLC or any shareholder currently delinquent in payment of any taxes or fees to any state or local government? _____ If yes, Please indicate the type of tax or fee, and the amount due with the reason the tax is delinquent. _____

Home Office Information

If you have a Home/Corporation Office please indicate the individual responsible for the occupation tax.

1. Name _____ Title _____
Phone() _____ Fax() _____

2. Address _____ City _____ State _____ Zip _____

If this property is zoned residential, no clients, employees, sales, deliveries, storage of inventory, or equipment are allowed on the premises. Only one commercial vehicle not to exceed 12,500 pounds gross weight used as transportation by the occupant may be parked at the residence.

I swear or affirm that I have obtained or will obtain within sixty days of the date of this application a Cobb County Certificate of Occupancy as required by State law for the address listed on this application. I further understand I will call the Fire Marshal's office with any questions regarding a Certificate of Occupancy at (770) 528-8310.

I will comply with the Zoning Restrictions stated above: _____
(initials)

Signature: _____

I, _____, affirm that the facts stated by me are true, I understand any misrepresentation or fraudulent statement is grounds for automatic dismissal of this application and/ or revocation of the license. I understand that all signs displayed on my premise must be permitted by the Cobb County Community Development Agency. I further understand that my business must be operated in compliance with all applicable state, federal & local laws, ordinances & regulations, & that the granting of this occupation tax certificate or payment of this occupation tax does not waive the right of any federal, state or local entity to regulate & enforce such laws, ordinances & regulations.

This _____ day of _____, 20____.

Signature of applicant _____
() Owner () Manager () Other specify _____

THIS APPLICATION IS SUBJECT TO THE APPROVAL OF THE FIRE PREVENTION BUREAU AND/ OR THE DEPARTMENT AND INSPECTIONS DIVISION.

OFFICE USE ONLY:

Occ. Tax Cert. # _____ SIC # _____ Category _____ BL STAFF _____

Tax or Fee _____ Penalty _____ Interest _____ Total Due \$ _____

Receipt # _____ Method of payment: CASH / CHECK #
(circle one)

Zoning Division _____ Approved/Denied



***Affidavit Verifying Status
Of Cobb County Business License Application***

By executing this affidavit under oath, as an applicant for a Cobb County Business License, I am stating the following with respect to my application for a Cobb County Business License for _____ **[INSERT BUSINESS NAME]**:

_____ I am a United States citizen or legal permanent resident 18 years of age or older;

OR

_____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Date

Printed Name

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 20__

Notary Public
My Commission Expires:

Alien Registration number for non-citizens



Cobb County Business License Division
191 Lawrence Street, Marietta, GA 30060-1692
Phone (770) 528-8410 Fax (770) 528-8414
Web site Address - www.cobbcounty.org

**Application For Partnership / Limited Liability Partnership
Occupation Tax Certificate**

This application **must** be submitted in person to the Business License Office. The application must be filled out **completely** to obtain a Cobb County Occupation Tax Certificate. Payment must be filed with the application to obtain a Cobb County Occupation Tax Certificate. This application will not be processed if it is not accompanied by the appropriate tax or fee. **You will not be billed.** Please print with ink or type.

This business is: New to Cobb County
 Ownership Change / Date ownership changed _____
 I am filing a name /or address change for # _____

Is this business located: Outside Cobb In Unincorporated Cobb Inside a City

1. Name Doing Business As _____ Phone () _____

2. Name of Partnership/ LLP _____

3. Business Address _____ Suite# _____ City _____ State _____ Zip _____

4. Mailing Address _____ Suite# _____ City _____ State _____ Zip _____

5. Is property zoned? Residential Commercial Industrial Fax # _____

6. Full Detailed Description of Business _____

7. Estimated Gross Receipts in GA from this location for remaining calendar year. \$ _____

8. Date Business began in Cobb County _____ # of employees in Cobb _____

9. State Sales Tax ID # _____ Federal ID # _____

10. Name of Partner _____ Cell # _____ SSN# _____

Home Address _____ Apt# _____ City _____ State _____ Zip _____

Home Phone () _____ D/O/B ____/____/____/Drivers License # _____ State _____

11. Name of Partner _____ Cell # _____ SSN# _____

Home Address _____ Apt# _____ City _____ State _____ Zip _____

Home Phone () _____ D/O/B ____/____/____/Drivers License # _____ State _____

If there are more partners, please file an additional application.

12. Person completing application _____ Cell # _____ Title _____

Business Address _____ Apt# _____ City _____ State _____ Zip _____

Business Phone () _____ Fax # () _____

13. Name of manager(s) of this location _____

14. Have you the applicant, or anyone having any ownership of this business ever violated, been arrested, or convicted of any Federal or State Law, or any ordinance or resolution regulating any business?_____ If yes, please list all the dates and locations of the offenses and disposition of charges. _____

15. Are you, the partnership, or any individual in the partnership currently delinquent in payment of any taxes or fees to any state or local government? ____ If yes, Please indicate the type of tax or fee, and the amount due with the reason the balance is delinquent. _____

Home Office Information

If you have a Home Office please indicate the individual responsible for the occupation tax.

1. Name _____ Title _____
Phone() _____ Fax() _____

2. Address _____ City _____ State _____ Zip _____

Emergency Information

Please provide below the individual the Police Department should contact in case of emergency in reference to the business.

1. Name _____ Phone() _____

2. Address _____ City _____ State _____ Zip _____

If this property is zoned residential, no clients, employees, sales, deliveries, storage of inventory, or equipment are allowed on the premises. Only one commercial vehicle not to exceed 12,500 pounds gross weight used as transportation by the occupant may be parked at the residence.

I swear or affirm that I have obtained or will obtain within sixty days of the date of this application a Cobb County Certificate of Occupancy as required by State law for the address listed on this application. I further understand I will call the Fire Marshal's office with any questions regarding a Certificate of Occupancy at (770) 528-8310.

I will comply with the Zoning Restrictions stated above: _____
(initials)

Signature: _____

I, _____, affirm that the facts stated by me are true, I understand any misrepresentation or fraudulent statement is grounds for automatic dismissal of this application and/ or revocation of the license. I understand that all signs displayed on my premise must be permitted by the Cobb County Community Development Agency. I further understand that my business must be operated in compliance with all applicable state, federal & local laws, ordinances & regulations, & that the granting of this occupation tax certificate or payment of this occupation tax does not waive the right of any federal, state or local entity to regulate & enforce such laws, ordinances & regulations.

This _____ day of _____, 200__.

Signature of applicant _____
() Owner () Manager () Other () Specify Other _____

THIS APPLICATION IS SUBJECT TO THE APPROVAL OF THE FIRE PREVENTION BUREAU AND/ OR THE DEPARTMENT AND INSPECTIONS DIVISION.

OFFICE USE ONLY:

Occ. Tax Cert # _____ SIC # _____ Category _____ BL STAFF _____

Tax or Fee _____ Penalty _____ Interest _____ Total Due \$ _____

Receipt # _____ Method of payment CASH / CHECK #
(circle one)

Zoning Division _____ Approved/Denied



***Affidavit Verifying Status
Of Cobb County Business License Application***

By executing this affidavit under oath, as an applicant for a Cobb County Business License, I am stating the following with respect to my application for a Cobb County Business License for _____ **[INSERT BUSINESS NAME]**:

_____ I am a United States citizen or legal permanent resident 18 years of age or older;

OR

_____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Date

Printed Name

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
___ DAY OF _____, 20__

Notary Public
My Commission Expires:

Alien Registration number for non-citizens



Cobb County Business License Division
191 Lawrence Street, Marietta, GA 30060-1692
Phone (770) 528-8410 Fax (770) 528-8414
Web site Address - www.cobbcounty.org

Professional Occupation Tax Form

Payment must be filed with this form to pay Occupation Tax. You will not be billed.

This Business is: New to Cobb County
 Ownership Change / Date ownership changed _____
 I am filing a name/or address change for # _____

Is this business located: Outside Cobb In Unincorporated Cobb Inside a City

1. Name Doing Business As _____ Phone # () _____

2. Name of Corporation _____

3. Business Address _____ Suite# _____ City _____ State _____ Zip _____

4. Mailing Address _____ Suite# _____ City _____ State _____ Zip _____

5. Is property zoned? Residential Commercial Industrial

Full Detailed Description of Business _____

6. Are you an individual professional operating in a larger practice? Yes No

7. Estimated Gross Receipts in GA from this location for the remaining calendar year. \$ _____

8. Date Business began in Cobb County _____

If a firm, answer questions 9-13. If an individual professional, please skip to question #13.

9. President/ Managing Member _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone () _____ D/O/B ___/___/___/Drivers License # _____ State _____

10. Vice President/ Member _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone () _____ D/O/B ___/___/___/Drivers License # _____ State _____

11. Secretary/ Member _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone () _____ D/O/B ___/___/___/Drivers License # _____ State _____

12. Treasurer/ Member _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone() _____ D/O/B ___/___/___/Drivers License # _____ State _____

13. Individual professional _____ SSN# _____
Home Address _____ Apt# _____ City _____ State _____ Zip _____
Home Phone() _____ D/O/B ___/___/___/Drivers License # _____ State _____

14. Person Completing Application _____ Title _____
Business Address _____ Apt# _____ City _____ State _____ Zip _____
Business Phone() _____ Fax () _____

If this property is zoned residential, no clients, employees, sales, deliveries, storage of inventory, or equipment are allowed on the premises. Only one commercial vehicle not to exceed 12,500 pounds gross weight used as transportation by the occupant may be parked at the residence.

I swear or affirm that I have obtained or will obtain within sixty days of the date of this application a Cobb County Certificate of Occupancy as required by State law for the address listed on this application. I further understand I will call the Fire Marshal's office with any questions regarding a Certificate of Occupancy at (770) 528-8310.

I will comply with the Zoning Restrictions stated above: _____
(initials)

Signature: _____

I, _____, affirm that the facts stated by me are true.

This _____ day of _____, 200__.

Signature of applicant _____
() Owner () Manager () Other specify _____

OFFICE USE ONLY:

Business License # _____ SIC # _____ Category _____ BL STAFF _____

Tax or Fee _____ Penalty _____ Interest _____ Total Due \$ _____

Receipt # _____

Method of payment: CASH / CHECK #
(circle one)

Zoning Division _____ Approved/Denied



***Affidavit Verifying Status
Of Cobb County Business License Application***

By executing this affidavit under oath, as an applicant for a Cobb County Business License, I am stating the following with respect to my application for a Cobb County Business License for _____ **[INSERT BUSINESS NAME]**:

_____ I am a United States citizen or legal permanent resident 18 years of age or older;

OR

_____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Date

Printed Name

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
___ DAY OF _____, 20__

Notary Public
My Commission Expires:

Alien Registration number for non-citizens



COBB COUNTY
OCCUPATIONAL TAX FEE SCHEDULE

A-1

GROSS REVENUE RANGE		TAX
0	- 99,999.....	85.00
100,000	- 249,999.....	160.00
250,000	- 499,999.....	280.00
500,000	- 749,999.....	430.00
750,000	- 999,999.....	580.00
1,000,000	- 2,999,999.....	1,255.00
3,000,000	- 4,999,999.....	2,455.00
5,000,000	- 9,999,999.....	4,455.00
10,000,000	- 19,999,999.....	6,455.00
20,000,000	- 39,999,999.....	8,455.00
40,000,000	- 79,999,999.....	10,455.00
80,000,000	- ABOVE.....	12,455.00 PLUS \$100.00 PER MILLION OR PORTION THEREOF OVER \$100,000,000

ABOVE FEE INCLUDES A \$55.00 ADMINISTRATIVE FEE

Effective 6/27/95



COBB COUNTY
OCCUPATIONAL TAX FEE SCHEDULE

A-2

GROSS REVENUE RANGE	TAX
0 - 99,999.....	90.00
100,000 - 249,999.....	178.00
250,000 - 499,999.....	318.00
500,000 - 749,999.....	493.00
750,000 - 999,999.....	668.00
1,000,000 - 2,999,999.....	1,455.00
3,000,000 - 4,999,999.....	2,855.00
5,000,000 - 9,999,999.....	4,855.00
10,000,000 - 19,999,999.....	6,855.00
20,000,000 - 39,999,999.....	8,855.00
40,000,000 - 79,999,999.....	10,855.00
80,000,000 - ABOVE.....	12,855.00 PLUS \$200.00 PER MILLION OR PORTION THEREOF OVER \$100,000,000

ABOVE FEE INCLUDES A \$55.00 ADMINISTRATIVE FEE

Effective 6/27/95



Cobb County Business License Division
191 Lawrence Street, Marietta, GA 30060-1692
Phone (770) 528-8410 Fax (770) 528-8414
Web site Address - www.cobbcounty.org

Application For Sole Proprietor Occupation Tax Certificate

This application **must** be submitted in person to the Business License Division. The application must be filled out **completely** to obtain a Cobb County Occupation Tax Certificate. Payment must be filed with the application to obtain a Cobb County Occupation Tax Certificate. This application will not be processed if it is not accompanied by the appropriate tax or fee. ***You will not be billed.*** Please print with ink or type.

This business is: New to Cobb County
 Ownership Change / Date ownership changed _____
 I am filing a name /or address change for # _____

Is this business located: Outside Cobb Co. In Unincorporated Cobb Inside City Limits

1. Name Doing Business As _____ Phone # () _____

2. Business Address _____ Suite# _____ City _____ State _____ Zip _____

3. Mailing Address _____ Suite# _____ City _____ State _____ Zip _____

4. Is property zoned? Residential Commercial Industrial Fax # _____

5. Full Detailed Description of Business _____

6. Estimated Gross Receipts in GA from this location for the remaining calendar year. \$ _____

7. Date Business began in Cobb County _____ # of employees in Cobb _____

8. State Sales Tax ID # _____ Federal ID # _____

9. Name of Sole Proprietor _____ SSN# _____

Home Address _____ Apt# _____ City _____ State _____ Zip _____

Home Phone () _____ D/O/B ___/___/___ Drivers License # _____ State _____

Cell Phone () _____

10. Name of person completing application _____ Title _____

Business Address _____ Apt# _____ City _____ State _____ Zip _____

Business Phone () _____ Fax # () _____

Cell Phone () _____

11. Name of manager(s) of this location _____

12. Have you the applicant, or anyone having any ownership of this business ever violated, been arrested, or convicted of any Federal or State Law, or any ordinance or resolution regulating any business? _____ If yes, please list all dates and locations of the offenses and disposition of charges. _____

Sole Proprietor
Page 2

13. Are you currently delinquent in payment of any taxes or fees to any state or local government? _____
If yes, Please indicate the type of tax or fee, the amount due with the reason the tax is delinquent. _____

Home Office Information

If you have a Home Office please indicate the individual responsible for the business registration or occupation tax.

1. Name _____ Title _____
Phone() _____ Fax() _____
2. Address _____ City _____ State _____ Zip _____

Emergency Information

Please provide below the individual the Police Department should contact in case of emergency in reference to the business.

1. Name _____ Phone() _____
2. Address _____ City _____ State _____ Zip _____

If this property is zoned residential, no clients, employees, sales, deliveries, storage of inventory, or equipment are allowed on the premises. Only one commercial vehicle not to exceed 12,500 pounds gross weight used as transportation by the occupant may be parked at the residence.

I swear or affirm that I have obtained or will obtain within sixty days of the date of this application a Cobb County Certificate of Occupancy as required by State law for the address listed on this application. I further understand I will call the Fire Marshal's office with any questions regarding a Certificate of Occupancy at (770) 528-8310.

I will comply with the Zoning Restrictions stated above: _____
(initials)

Signature: _____

I, _____, affirm that the facts stated by me are true. I understand any misrepresentation or fraudulent statement is ground for automatic dismissal of this application and/or revocation of the certificate. I understand that all signs displayed on my premise must be permitted by the Cobb County Community Development Agency. I further understand that my business must be operated in compliance with all applicable state, federal & local laws, ordinances & regulations. The granting of this business registration certificate or payment of this occupation tax does not waive the right of any federal, state or local entity to regulate & enforce all laws, ordinances & regulations.

This _____ day of _____, 20_____.

Signature of applicant _____
() Owner () Manager () Other _____

THIS APPLICATION IS SUBJECT TO THE APPROVAL OF THE FIRE PREVENTION BUREAU AND/ OR THE DEVELOPMENT AND INSPECTIONS DIVISION.

OFFICE USE ONLY:

Occ. Tax Cert.# _____ SIC # _____ Category _____ BL Staff _____

Tax or Fee _____ Penalty _____ Interest _____ Total Due \$ _____

Receipt # _____ Method of payment CASH / CHECK #
(Circle one)

Zoning Division _____ Approved/Denied

REVISED 7/08



***Affidavit Verifying Status
Of Cobb County Business License Application***

By executing this affidavit under oath, as an applicant for a Cobb County Business License, I am stating the following with respect to my application for a Cobb County Business License for _____ **[INSERT BUSINESS NAME]**:

_____ I am a United States citizen or legal permanent resident 18 years of age or older;

OR

_____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Date

Printed Name

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
___ DAY OF _____, 20__

Notary Public
My Commission Expires:

Alien Registration number for non-citizens
