



UNINCORPORATED FULTON COUNTY NEW OR RENEWAL BUSINESS LICENSE and ADULT ENTERTAINMENT INSTRUCTIONS

Finance Department
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ALL NEW BUSINESS APPLICANTS MUST APPLY IN PERSON
THESE INSTRUCTIONS ARE FOR BUSINESSES LOCATED IN THE UNINCORPORATED AREA OF FULTON COUNTY ONLY
IN ADDITION TO THE APPLICATION THE FOLLOWING DOCUMENTS ARE REQUIRED:

REQUIREMENTS - COMMERCIAL BUSINESS

OWNER OR REPRESENTATIVE

FOR NEW APPLICATIONS & LATE RENEWALS MUST APPLY IN PERSON

- * (IF A REPRESENTATIVE FROM THE COMPANY IS APPLYING THE OWNER MUST PROVIDE THE REPRESENTATIVE WITH A NOTARIZED LETTER GIVING PERMISSION TO REPRESENT THE COMPANY.)
- * COPY OF THE **SIGNED** LEASE AGREEMENT or **SIGNED** PROPTERY/WARRANTY DEED

PICTURE IDENTIFICATION -- VALID DRIVER'S LICENSE/STATE IDENTIFICATION, CURRENT PASSPORT, OR PERMANENT RESIDENT CARD aka GREEN CARD (IF APPLICABLE)

COPY OF PERMITS OR CERTIFICATIONS:

CURRENT FIRE INSPECTION
CURRENT HEALTH INSPECTION
CURRENT FOOD PERMIT
STATE LICENSE/CERTIFICATIONS
CERTIFICATE OF OCCUPANCY

**IF REQUIRED FOR TYPE OF BUSINESS -- SCORECARD FOR FOOD FACILITIES

REQUIREMENTS - HOMEBASED

- * APPLY IN PERSON
- * **PICTURE IDENTIFICATION** -- VALID DRIVER'S LICENSE/STATE IDENTIFICATION, CURRENT PASSPORT, OR RESIDENCY CARD (IF APPLICABLE)
- * **PROOF OF RESIDENCY** (PROVIDE 1 OF THE FOLLOWING) -- SIGNED LEASE, PROPTERY/WARRANTY DEED OR UTILITY BILL (GAS, LIGHT OR WATER BILL)

FOR APPLICANTS WHO DO NOT HAVE PROOF OF RESIDENCY:

HOMEOWNER MUST PROVIDE AN ACCEPTABLE FORM OF PICTURE IDENTIFICATION, A COPY OF THE *UTILITY BILL IN THE HOME OWNERS NAME, and A NOTARIZED LETTER STATING THAT THE APPLICANT IS AN IMMEDIATE FAMLIIY MEMBER THAT RESIDES AT THE HOME ADDRESS.

FEES

ZONING FEE FOR NEW APPLICATIONS AND LATE RENEWALS - NONREFUNDABLE	\$ 25.00
MINIMUM FEE FOR THE BUSINESS LICENSE IS \$158.00 (BASED ON ESTIMATED GROSS RECEIPTS OF \$20,000 OR LESS)	
ADMINISTRATIVE FEE	\$ 95.00
FLAT RATE FOR THE FIRST \$20,000 OF ESTIMATED GROSS REVENUE	\$ 50.00
EMPLOYEE RATE (0-1)	\$ 13.00
	\$ 158.00

ACCEPTABLE FORMS OF PAYMENT:

BUSINESS CHECK/MONEY ORDER/CASHIER'S CHECK - **STARTER CHECKS ARE NOT ACCEPTED**

PAYABLE TO: FULTON COUNTY

CREDIT CARDS:

VISA/MASTERCARD/DISCOVER CARD

ADULT ENTERTAINMENT

ALL APPLICATIONS (NEW & RENEWAL) MUST ORGINATE FROM THE **CLUB OF EMPLOYMENT**

ACCEPTABLE FORMS OF PAYMENT AND PAYEE NAME

FROM THE INDIVIDUAL – CASH, DEBIT OR CREDIT CARD, MONEY ORDER

FROM THE CLUB OF EMPLOYEMENT – THE ABOVE ACCEPTABLE FORMS OF PAYMENT AND CHECKS (**NO STARTER CHECKS**)

PAYEE NAME (IF UTILIZING PERSONAL MONEY ORDER OR CHECK PAYMENT FROM CLUB OF EMPLOYMENT) IS **FULTON COUNTY**