



Toll Free Phone: (800) 556-7274
Toll Free Fax: (844) 528-6529

Garden City, GA (1555) Annual Business Occupational Tax Renewal Application

Email: businesslicensesupport@avenuinsights.com
Website: www.avenuinsights.com

Avenu Business License Renewal
PO Box 830900
Birmingham, AL 35283-0900

Annual License Expires December 31st
To Avoid Penalties and/or Interest
Purchase by April 1st

Dear Sir or Madam:

Why we are writing you

Avenu is the administering agent for Garden City Occupational Tax Certificate. The Garden City Code of Ordinances mandates that all persons, firms or corporations located or engaged in business within the city limits of Garden City register their businesses and obtain certificates by paying the required occupational taxes and administrative fees.

What this means

Business Occupational Tax Certificates are valid for a calendar year, January 1st through December 31st, and must be renewed on or before April 1st of each year. All certificates shall be assessed a penalty in the amount of ten percent (10%), plus 1.5% interest on the amount owed for each calendar month or portion thereof for taxpayers who fail to file their renewal on or before April 1st or fail to register and obtain an occupational tax certificate within thirty (30) days of the commencement of business.

What to do now

Preferred - Remit Payment Online:

- Go to www.bizlicenseonline.com.
- Sign in.
 - Returning users should simply sign in with the username/password that was created previously. Once logged in, click "File a new return."
 - First time online users should click on "Sign Up: Business Account." Complete the registration information, including creating a username/password. Store the username/password in a secure place.
- Complete your return, enter your payment information and submit your filing.
- Print your confirmation.

To Remit Payment By Mail:

Make Check Payable To: Tax Trust Account
Mail to: Avenu Business License Dept. PO Box 830900 Birmingham, Alabama 35283-0900

*****Additional Documentation Required*****

As Required by O.C.G.A ~ 36-60-6(a): Before any county or municipal corporation issues a business license to any person engaged in a profession or business required to be licensed by the state under Title 43, the person must provide evidence of such licensure to the appropriate agency of the county or municipal corporation that issues business licenses. No business license shall be issued to any person subject to licensure under Title 43 without evidence of such licensure being presented.

If it is determined your occupational license requires board certification, you must submit a copy of that certification along with your renewal. Failure to supply this documentation could result in a delay of the issuance of your certificate.

Failure to complete all required forms and/or include the total amount due with your renewal worksheet will cause a delay in the issuance of your Occupational Tax Certificate.

No longer conducting business in Garden City? If you are no longer operating a business in Garden City, please complete the enclosed Occupational Tax Final Return. You can fax the form to 844-528-6529 or email us at businesslicensesupport@avenuinsights.com.

Questions? All questions regarding the payment of your business occupational tax should be directed to Avenu at (800) 556-7274. You can also email us at businesslicensesupport@avenuinsights.com.

BUSINESS OCCUPATIONAL TAX RENEWAL WORKSHEET GARDEN CITY, GA
Annual Renewal

***Failure to Submit Application and Fees on or before April 1st of Each Year Will Result in Penalties and Interest.**

Business Name: _____ **Avenu Account #:** _____

Industry Description: _____

NAICS: _____ **FEE CLASS:** _____ **RATE:** _____

Business Name and Mailing Address	Business Name & Physical Address
_____	_____
_____	_____

Are you a professional practitioner electing to pay a flat fee of \$400? _____
(If yes, please submit a copy of your State license with this return.) Enter \$400 on line 4 below and complete calculations.

Is this business required by any State of Georgia or Federal Agency to have a State License? _____

Is this a Home-Based Business? _____

Does your business have a State of Georgia Sales Tax ID #? YES or NO If yes, please provide the ID # _____

Please provide your FEIN or SSN if you are a sole proprietorship: _____

If Partnership, please give names and social security numbers of each partner:

Tax Calculation for Current Year

- | | |
|---|--------------|
| 1. Gross Receipts for _____ Year | (1)\$ _____ |
| 2. Multiply Line1 by Rate: _____ | (2)\$ _____ |
| 3. Administrative Fee | (3)\$ 150.00 |
| 4. Occupational Tax Due (Add lines 2 and 3) (Maximum Tax Due \$5,000) | (4)\$ _____ |
| 5. Penalty -10% Penalty on or after April 2 nd | (5)\$ _____ |
| 6. Interest - 1.5% Interest per month on or after April 2 nd | (6)\$ _____ |
| 7. Credit for Previous Tax Overpayment | (7)\$ _____ |
| 8. Total Amount Due (Add Lines 4 through 7) (+ or -) | (8)\$ _____ |

Return Completed Worksheet & Renewal Application with Check or Money Order Made Payable To: Tax Trust Account.
Mail To: Avenu •BL Dept • PO Box 830900 • Birmingham, Alabama 35283-0900. For assistance call (800) 556-7274.
You can also email us at businesslicensesupport@avenuinsights.com

I hereby swear under penalty of perjury that the information reported on this worksheet is to the best of my knowledge true, correct and complete. I understand that the issuance of the Occupational Tax Certificate does not permit the business to operate unless the business is properly zoned and in compliance with all applicable City of Garden City and State of Georgia ordinances and regulations. I understand that if it is determined that my occupational license requires board certification, I must submit a copy of that board certification along with my renewal. I understand that failure to supply this documentation could result in a delay of the issuance of my Occupational Tax Certificate.

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by Avenu due to insufficient funds will be electronically represented to the presenters' bank no more than two times in an effort to obtain payment. Avenu is not responsible for any additional bank fees that will accrue due to the resubmission of the returned item. Please see the full returned check policy at www.avenuinsights.com/taxpayer/return-check-disclaimer.php

Printed Name: _____ **Title:** _____ **Email:** _____

Signed: _____ **Date:** _____ **Phone:** _____

**Notice: If your business has discontinued in Garden City,
ENTER THE DISCONTINUED DATE, SIGN, COMPLETE AND RETURN THIS FORM ALONG WITH ANY ADDITIONAL
TAXES DUE.**

Date Business Moved, Closed, or Sold: _____ Signature: _____

Avenu Account #: _____ **Tax Class:** _____ **Rate:** _____ **NAICS Code:** _____

Name of Business: _____

Doing Business As (DBA): _____

Forwarding Mailing Address: _____

Physical Location: _____

Contact Person: _____ Contact Title: _____

Phone: _____ Email: _____ Tax ID/FEIN: _____

Please complete the calculation below in order to determine if any additional occupational taxes are due.

1. Actual Gross Receipts for the period of ____/____/____ through ____/____/____ (1) _____
2. Tax Adjustment = Line 1 x Rate: _____ (2) _____
3. Total Amount Due (3) _____

Please Attach the Following Documentation:

- Proof of Actual Gross Receipts Prior to Sale, Close, or Move (example: Closing Income Statement)
- Proof of Move, Close, or Sale

**Return Completed Worksheet and Documentation with Check or Money Order Made Payable To: Tax Trust Account
Mail To: Avenu •BL Dept • PO Box 830900 • Birmingham, Alabama 35283-0900
For assistance call (800) 556-7274.**

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It is the responsibility of every business owner/official/applicant to make certain that the type or nature of the business activity being conducted at any location in the City of Garden City is permitted by and conforms to the zoning ordinances of the City. Activity or "use" means any business activity including the dominant activity and all other business activity conducted by the business at a location. *You must not begin operation of your business at any location until it is determined by the Director of the City's Zoning Department that your "business use" is permitted at the business's location.*

By signing below, you acknowledge that it is your responsibility to ensure that your business meets all occupancy and zoning requirements of the City of Garden City and that the information given on this form is true and correct to the best of your knowledge.

Signature of Owner/Officer, Manager, responsible for form

Printed Name of Signature