



Gilmer County Planning and Zoning
1 Broad Street, Suite 002
Ellijay, GA 30540
Phone: 706-635-3406 Fax: 706-635-3405
Email: permit_documents@gilmercounty-ga.gov

APPLICATION FOR BUSINESS LICENSE

PLEASE PRINT

Date: _____

Name of Applicant: _____ Title: _____

Home Address: _____

Phone: _____

Email Address: _____

Company Name: _____

Incorporated: _____ Proprietorship: _____ Partnership: _____ LLC: _____

Service Address: _____

Mailing Address: _____

Nature of Business: _____ Fed Tax ID#: _____

of Locations: _____ # of Employees: _____

Date Business Began: _____

Is food being prepared for resale? ___yes ___no

Does the company own the building/real estate? ___yes ___no

If not, list the owner's name and phone number: _____

Applicant agrees to conform to all land use regulations. Make sure all information is accurate.

Customary home occupation shall use no more that 20% of the total square footage of the home. Please provide total square footage used for your business: _____

Signature of Applicant: _____

Map/Parcel # _____ Current Zoning: _____

Fire Marshall: _____ Zoning Administrator: _____

Business License Fee Schedule

NEW LICENSE applications pay a one-time administrative fee of \$50.

The business license fees are based on the number of employees in your business. The **owner** is always counted in the final number of employees.

BUSINESS LICENSE FEE SCHEDULE

1-10 employees: \$75.00

11-50 employees: \$100.00

51-75 employees: \$125.00

76-150 employees: \$175.00

Over 150 employees: \$225.00



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Affidavit Verifying Eligibility **For a Gilmer County Business License/Occupational Tax Certificate**

By executing this affidavit under oath, as an applicant for a Gilmer County Business License/Occupational Tax Certificate, I am stating the following with respect to my application for a Gilmer County business License/Occupational Tax Certificate 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 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.

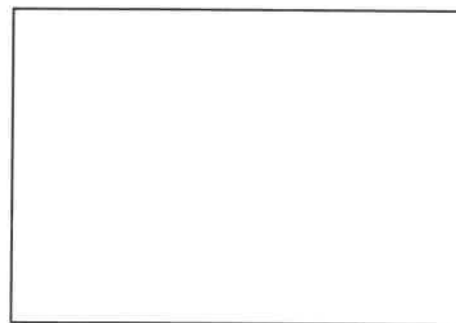
Signature of Applicant

Date

Printed Name

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

____ DAY OF _____, 20____



Notary Stamp

Notary Public

Alien Registration number for non-citizens

My Commission Expires: _____



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E-Verify Requirements for Private Employers (O.C.G.A. } 36-60-6)

The requirements for private employers have been phased in since January 2012. It currently applies to private employers with 100 or more employees, but will apply to employers with more than 10 employees starting on July 1st. This requirement has not changed.

Current Law: Before issuing or renewing a business license, occupation tax certificate, or other document required to operate a business, the county must require the private employer to 1) submit their E-Verify number, if the same as previously submitted, or 2) assert they are exempt from the law. No new affidavit is required for renewal, unless the number provided is not the same as previously provided on the affidavit. In that case, the private employer can only renew if they provide a sworn document explaining the reason for a new or different E-verify number.

Implementation Considerations: The new law allows businesses that have previously provided an affidavit to be able to just provide the number or assert that they are exempt for subsequent renewals. The county will need to determine how they will capture this information. One suggestion is to modify the occupation tax certificate/business license and /or alcohol license renewal form to include this information. Another suggestion is to allow businesses to submit this information electronically. Further, it should be noted that this information can only be provided in lieu of an affidavit if it's the same E-Verify number as previously provided.

Private Employer Exemption Affidavit Pursuant to O.C.G.A } 36-60-6(d):By executing this affidavit, the undersigned private employer verifies that it is exempt from compliance with O.C.G.A. }36-60-6, stating affirmatively that the individual, firm or corporation employs 10 or less employees and therefore, is not required to register with and/or utilize the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. } 13-10-90.

 Signature of Exempt Private Employer

 Printed Name of Exempt Private Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

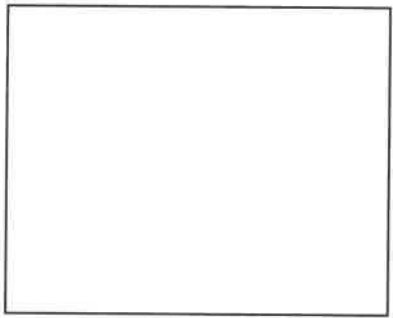
Executed on _____, 20____ in _____ (city), _____ (state).

 Signature of Authorized Officer or Agent

 Printed name and Title of Authorized Officer or Agent

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

 NOTARY PUBLIC
 My Commission Expires:



Notary Stamp