

2020 OCCUPATIONAL TAX CERTIFICATE RETURN

City Of Dalton, Georgia
 City Clerk's Office
 300 West Waugh Street #317
 Post Office Box 1205
 Dalton, Georgia 30722-1205
 Phone (706)529-2490 | Fax (706)529-2491



For Office Use Only

Customer Number: _____

ID Number: _____

• **SECTION I - PLEASE ANSWER QUESTIONS 1-10**

- (1) Is Business Located in the city limits? Yes No
- (2) Is This Return A New Return Renewal Return Change In Existing Account
- (3) Does This Business have an Occupational Tax Certificate in Another City in Georgia Yes No Where? _____
- (4) The Business Classification is Regular (i.e. store) Professional (i.e. Doctor) Bank
- (5) Is This Business Permanent Seasonal Temporary
- (6) If Professionals, Check the Appropriate Method of Payment Per Employee Method Per Practitioner Method
- (7) Is Building Newly Constructed? Yes No Date _____

• **SECTION II - PLEASE COMPLETE THE FOLLOWING ACCORDINGLY**

OWNER NAME (Corporate Name Or Individual Owner):		
D/B/A (Name Of Business):		
STREET ADDRESS (Local Address of Business):		
MAILING ADDRESS: <input type="checkbox"/> Same as Street Address		
CITY:	STATE:	ZIP:
BUSINESS TELEPHONE:		FAX:
CONTACT PERSON:		CONTACT TELEPHONE:
E-Mail (Required):		

• **SECTION III - CHECK THE APPROPRIATE CATEGORY**

CHECK THE TYPE OF BUSINESS TO BE CONDUCTED AT THIS LOCATION, IF BUSINESS TYPE IS NOT LISTED PLEASE LIST

- | | | | |
|--------------------------------------|---|---------------------------------------|---|
| <input type="checkbox"/> Apartment | <input type="checkbox"/> Beauty/Barber Shop | <input type="checkbox"/> Manufacturer | <input type="checkbox"/> Store/Merchant |
| <input type="checkbox"/> Auto Dealer | <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Taxi |
| <input type="checkbox"/> Bank | <input type="checkbox"/> Consultant | <input type="checkbox"/> Service | <input type="checkbox"/> Other _____ |

• **SECTION IV - LIST THE NUMBER OF EMPLOYEES**

NEW BUSINESSES ONLY

Please List The Number of Employees Employed
 In The Business As Of The Date of This Return
 Employees = Persons on the payroll As of This Time

If There Are No Employees - List Zero In The Box

RENEWAL ONLY

Please List The Number of Employees Employed
 In The Business As Of **JANUARY 1, 2019**
 Employees = Persons on payroll As of 1/1/2019

Renewals Are Billed On The Previous Years Employees

• **SECTION V - PROVIDE AS REQUIRED**

Georgia Sales Tax Number (if applicable): _____ NAICS Number: _____

• **SECTION VI - READ CAREFULLY BEFORE SIGNING**

This Return Is Due In The Clerk's Office on or before the 15th of November of each year before a statement or certificate can be issued. Failure to File this Return by the 15th of November will result in penalty. I certify that the foregoing information is true and correct. I understand that falsification of this return could cause denial of a certificate without refund.

_____/_____/_____
 Date

 Signature

Continued. .

**AFFIDAVIT VERIFYING STATUS FOR CITY
PUBLIC BENEFIT APPLICATION
CITY OF DALTON, GEORGIA**

MUST BE NOTARIZED

By Executing This Affidavit Under Oath, As An Applicant For A City Of Dalton, Georgia Business License Or Occupation Tax Certificate, Alcohol License, Taxi Permit Or Other Public Benefit As Referenced In O.C.G.A. Section 50-36-1, I Am Stating The Following With Respect To My Application For A City Of Dalton, Business License Or Georgia Occupational Tax Certificate, Alcohol License, Taxi Permit Or Other Public Benefit For:

[Name Of Natural Person Applying On Behalf Of Individual, Business, Corporation, Partnership, Or Other Private Entity]

1) _____ I Am A United States Citizen

Or

2) _____ I Am A Legal Permanent Resident 18 Years Of Age Or Older Or I Am An Otherwise 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.*

2a) Date of Birth: _____

2b) _____
*Alien Registration Number For Non-Citizens

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.

The secure and verifiable document provided with this affidavit can best be classified as:

**** (Please submit a copy of the secure and verifiable document along with the application. E.g., Driver's License)**

Signature Of Applicant

Printed Name

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____

*Note: O.C.G. A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S. C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

**PRIVATE EMPLOYER AFFIDAVIT
PURSUANT TO O.C.G.A § 36-60-6(d)
CITY OF DALTON, GEORGIA**

MUST BE NOTARIZED

CHECK ONLY ONE:

By executing this affidavit, the undersigned private employer verifies its **compliance** with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm or corporation has **registered with and utilizes 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. § 36-60-6. Furthermore, the undersigned private employer hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number
(E-Verify Company ID Number)

Date of Authorization

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

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 ten (10) or fewer employees and 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. § 36-60-6.

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).

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 20____.

NOTARY PUBLIC

My Commission Expires:

CITY OF DALTON, GEORGIA
Customary Home Occupation

I Hereby Agree to Operate My Business in My Home in Accordance with the Regulations Set-forth in the Zoning Ordinance of the City of Dalton, Georgia. I Verify That I Have Read and Fully Understand the Following Regulations:

Customary Home Occupation

An Occupation, Profession or Trade Customarily Carried on by an Occupant in a Dwelling Unit as a Secondary Use Which Is Clearly Incidental to the Dwelling Unit for Residential Purposes and Which Meets the Following Conditions:

- 7-3-1 Home occupations shall not include the employment of any person not otherwise residing upon the premises;
- 7-3-2 All retail sales upon the premises shall be prohibited, except for products or goods fabricated or produced at the premises as a result of the home occupation;
- 7-3-3 All home occupations shall be conducted within the enclosed living area, including basement, if any, of the dwelling provided that no more than 25 percent of the total enclosed square footage of the dwelling may be used in furtherance of a home occupation;
- 7-3-4 No products, materials, equipment, fixtures, or machinery fabricated or used in the home occupation may be visible from the exterior of the dwelling;
- 7-3-5 No alteration of the residential appearance of the dwelling shall occur;
- 7-3-6 No entrance to the dwelling shall be used exclusively for the home occupation;
- 7-3-7 No increased traffic flow or increased on or off-street parking shall occur;
- 7-3-8 No hazardous or other materials or equipment adverse to the public health, welfare, and safety shall be used in the home occupation;
- 7-3-9 No increased noise, glare, vibration, fumes, odors, or electrical interference shall occur;
- 7-3-10 Not more than one non-commercially licensed or titled vehicle with a carrying capacity of no more than one ton shall be used in the home occupation. No commercially licensed or titled vehicles shall be used in the home occupation.

Name of Home Occupation: _____

Owners Full Name: _____ Phone Number: _____

Location of Home Occupation: _____

Witness: _____

Signature: _____

Date: _____

Date: _____