



Occupational Tax Renewal Application

Acceptance of payment by Chatham County does not constitute final approval of the business tax application. This application is subject to all necessary approvals. Said business tax fee shall be refunded in the event that final approval is not granted. (\$75 Admin. Fee is non-refundable). **All Renewals are due annually, on or before March 1st.**

Occupational Tax Certificate Number: _____ Calendar Year: _____

1. Type of Certificate: Renewal Amend Property Identification Number (PIN): _____

2. Applying Applicant's Information: If no change, please check box

Name: _____

Your relationship with this business: Manager Officer Registered Agent Sole Owner

Contact Phone: _____ Cell Phone: _____ Email: _____

4. Business Information: Individual Corporation (INC., LLC) Partnership

Advertised Business Name: _____

Business Address: _____ City: _____ State: _____ Zip Code: _____

Business Phone: _____ Other Phone: _____ Email: _____

Corporation Name: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

5. Type of Business:

Dominant Activity _____ Secondary Activity _____

6. E-Verify # _____ OR EXEMPT

I Elect to pay a \$400 Flat Tax in Lieu of Reporting profitability ratio bracket and paying a tax based on profitability ratio.

Certain PRACTITIONERS OF THE PROFESSIONS may elect to pay \$400 per practitioner in lieu of reporting and paying a tax on profitability ratio. Check the list of professions on the back of this form to determine eligibility for this option. If you are eligible, and if you and all members of your firm elect to pay the flat per-PRACTITIONER tax this year, check below submit your payment with this return. (See Back)

7. ENTER GROSS RECEIPTS

BRACKET #
*From Tax Schedule

Business from Tax schedule \$ _____

* LATE FEE \$ _____

* _____ \$ _____

Total Amount Due: \$ _____

***Attach proof of how you determined the gross receipts bracket entered on line 7 in order for your application to be processed**

I, the undersigned applicant, hereby register said business to operate within unincorporated Chatham County limits, and certify I am the person authorized by the business herein named to file this application, including any accompanying documents. I further certify that all statements and information provided on and with this application are True, correct and complete.

Signature of Renewing Applicant

Renewal Date



Chatham County ~ Department of Building Safety & Regulatory Services
 Occupational Tax Division ~ P.O. Box 8161, Savannah, GA 31412-8161
 Physical Address: 1117 Eisenhower Drive, Suite D, Savannah GA 31406
 Office: 912-201-4300 | Fax 912-201-4301 Website: <https://buildingsafety.chathamcountyga.gov/>

*****OFFICIAL USE ONLY*****

Occupational Tax Staff:

Payment: Cash Credit Cash Check/M.O. # _____ **Receipt #** _____

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Zoning Approval:

This location Is Is **NOT** properly zoned for the proposed business use. **Zoning District** _____

Zoning Administrator: _____ **Date:** _____

* **Fire Approval:**

This proposed business & location Does Does **NOT** meet the Chatham County Local Ordinances. **Occupancy Load** _____

Fire Inspector: _____ **Date:** _____

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Police Approval:

Any previous complaints from CCPD: Yes No Criminal Background Record: Yes No

If so, explain:

This business and/or applicant: Is Is **NOT** approved by CCPD.

Police Department: _____ **Date:** _____

OCCUPATIONAL TAX SCHEDULE

The business tax amounts (Includes a \$75 base tax) for the various brackets or ranges of gross receipts in each profitability class are shown below:

Business Tax by Profitability Class (A – F)

| Bracket | Base Rates Range in Dollars | A .00047 | B .00057 | C .00067 | D .00077 | E .00087 | F .00097 |
|---------|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 1 | \$1 - \$30,000 | \$82 | \$84 | \$85 | \$86 | \$88 | \$89 |
| 2 | \$30,001 - \$100,000 | 105 | 112 | 118 | 125 | 131 | 138 |
| 3 | \$100,001 - \$200,000 | 145 | 160 | 175 | 190 | 205 | 220 |
| 4 | \$200,001 - \$300,000 | 192 | 217 | 242 | 267 | 292 | 317 |
| 5 | \$300,001 - \$500,000 | 263 | 303 | 343 | 383 | 423 | 463 |
| 6 | \$500,001 - \$750,000 | 368 | 431 | 493 | 556 | 618 | 681 |
| 7 | \$750,001 - \$1,000,000 | 486 | 574 | 661 | 748 | 836 | 875 |
| 8 | \$1,000,001 - \$2,000,000 | 780 | 930 | 1,080 | 1,230 | 1,380 | 1,530 |
| 9 | \$2,000,001 - \$3,000,000 | 1,250 | 1,500 | 1,725 | 2,000 | 2,250 | 2,500 |
| 10 | \$3,000,001 - \$4,000,000 | 1,720 | 2,070 | 2,420 | 2,770 | 3,120 | 3,470 |
| 11 | \$4,000,001 - \$5,000,000 | 2,190 | 2,640 | 3,090 | 3,540 | 3,990 | 4,440 |
| 12 | \$5,000,001 - \$6,000,000 | 2,660 | 3,210 | 3,760 | 4,310 | 4,860 | 5,410 |
| 13 | \$6,000,001 - \$8,000,000 | 3,365 | 4,065 | 4,765 | 5,465 | 6,165 | 6,865 |
| 14 | \$8,000,001 - \$10,000,000 | 4,305 | 5,205 | 6,105 | 7,005 | 7,905 | 8,805 |
| 15 | \$10,000,001 and over | 4,775 | 5,775 | 6,775 | 7,775 | 8,775 | 9,775 |

****(Effective July 1st – Dec. 31st Fees are Prorated half (1/2))***

Calculating License Fees

1. New Businesses determine your gross receipt bracket by estimating the income for the coming Tax Year. The number to the left indicates the bracket number. Renewals: gross receipt is determined by the previous year's gross revenue.
2. Match the Tax Profitability class (A-F) shown on the Business Tax Renewal Form with the gross receipt bracket selected to determine fee.

***ALL licenses Expire December 31st of the year issued.
Renewals made after March 1st will be penalized by adding the greater of \$25 or 10% of amount due.***

Payments are received Monday - Friday from 8:00AM thru 4:00PM in the form of Cash, Check, Credit Card or Money Order made payable to Chatham County **(No cash accepted over \$100).**

STATE LICENSE REQUIRED (A Few Examples)

Alarm Agency – State license & Fingerprint card
Architect
Attorney
Auctioneer
Automobile Dealer, Used
Automotive Parts Dealer, Used
Barber - **Shop license & Individual Barber's license**
Beautician - **Shop license & Individual Cosmetologist License**
Chiropractor
Contractor – **Commercial & Residential**
Contractor - **Electrical, Electric Signs**
Contractor - **Low Voltage Alarm Systems**
Contractor - **Low Voltage Communications Systems**
Contractor - **Low Voltage Electrical, Unrestricted**
Contractor - **Fire Protection Sprinkler Systems**
Contractor - **Heating, Refrigeration, Air Conditioning**
Contractor - **Plumbing**
Contractor - **Prefabricated Building Erection/Installation**
Counseling Service - **Personal**
Counselor, Marriage and Family
Day Care Center – **Bright From the Start Certificate (SIC 8351, 8352, 8353, 8354)**
Dentist
Exterminator, Pest Control Service
Funeral Director
Hearing Aid Dealer
Landscape Architect
Nail Salon - Salon license & Nail Tech. license
Motor Vehicle Dealer
Polygraph Examiner
Physician –
Practitioners
Private Detective
Psychologist
Professionals, **as defined by State law**
Real Estate Agent (Broker) -
Security Agency – State license & fingerprint card
Therapist
Veterinarian
Warehouse (O.C.G.A. 10-4-10)

*ALL agencies and individuals who are REQUIRED BY LAW to obtain a State license will **NOT** be issued a local license. A current State of Georgia license **MUST** be included with all new and renewal applications in order to obtain a Chatham County Business occupational Tax Certificate.