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Decatur, GA 30030

Chief Executive Officer	**DEPARTMENT OF PLANNING & SUSTAINABILITY**	Director
Michael Thurmond		Andrew A. Baker, AICP

June 20, 2019

Dear DeKalb County Customer,

This letter is to advise you of upcoming changes to the 2020 Business and Alcohol license renewal, beginning October 1, 2019. Many of your recommendations will be incorporated into the DeKalb County Ordinance and Administrative process. We are committed to exceeding your needs and expectations.

DEKALB COUNTY ORDINANCES CHANGES – NEW!

All businesses that hold an active/current Alcohol License will be required to renew both Business and Alcohol licenses at the same time no later than December 31, 2019. Pursuant to Code Section 15-32 (a) *"Occupation taxes on all businesses who hold an alcohol license shall be required to be renewed, in conjunction with the alcohol license, no later than December 31 of each year."* **If business and alcohol licenses are not renewed at the same time, you will be assessed a ten (10) percent penalty <u>and</u> a one (1) percent interest per month after December 31, 2019.**

ADMINISTRATIVE PROCESS CHANGES – NEW!

DeKalb County Business License Division is committed to looking at ways to improve the efficiency and convenience of submitting documents to renew business and alcohol licenses. With many requests for online submission to include forms and payment, we concur that it is critical to move towards an online process. To facilitate this, we are setting up all forms online to PDF fillable forms. Also, this will allow all active businesses to create a user account and have access to their online account.   Our goal is to have the new process implemented before the beginning of the 2020 renewal season.

If you have any questions or concerns, please contact the DeKalb County Business and Alcohol License office via email at blicense@dekalbcountyga.gov or call 404-371-2461.

Sincerely,

Oneil Pusey
Business License Manager

cc: Andrew Baker, Director of Planning & Sustainability
cc: Rick E. Cunningham, Deputy Director of Planning & Sustainability