

Chief Executive Officer
Michael Thurmond

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director
Andrew A. Baker, AICP

June 11, 2019

Dear DeKalb County Customer,

This letter is to advise you of upcoming changes with the 2020 Business and Alcohol license renewal season beginning October 1, 2019. We are committed to exceeding your needs and many of your recommendations have/will be incorporated into the new process. These includes changes to DeKalb County's Ordinances and Administrative processing changes.

DEKAL COUNTY'S ORDINANCES CHANGES – NEW!

All businesses that hold an active/current Alcohol License will be required to renew both Business and Alcohol licenses concurrently no later than December 31, 2019. Pursuant 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."* **Businesses license not renewed concurrent with Alcohol license when required, will be assessed a ten (10) percent penalty and one (1) percent interest per month after December 31, 2019.**

ADMINISTRATIVE PROCESS CHANGES – NEW!

DeKalb County's Business License Division is committed to continuously looking at ways to improve the efficiency and convenience of submission of required information. As we continue to improve efficiency and with many requests for online submission to include forms and payment, we concur that it is critical to move towards online submission of both required forms and payment. To facilitate this, we are in the process of revising all forms into fillable PDF (which will allow you to complete the forms electronically) and establishing user accounts for all active businesses. As we work through these changes, our goal is to have the new process implemented before the beginning of the 2020 renewal season (October 1, 2019)

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