



DEPARTMENT OF PLANNING & SUSTAINABILITY

**ONLINE ACCOUNT
REGISTRATION
&
LICENSE SUBMISSION
(BUSINESS & ALCOHOL)**

DEPARTMENT OF PLANNING & SUSTAINABILITY

ONLINE ACCOUNT REGISTRATION

Welcome to DeKalb County ePermitting

- DeKalb County's ePermitting portal enables contractors, businesses, or homeowners to submit an application or check the status of building permits, trade permits, sign permits, city service permits, land development permits, business licenses, or planning applications from anywhere in the world.

Residents can also use the portal to submit service requests for Code Enforcement violations.

If you have already submitted a permit application and want to submit your plans electronically, go to <https://dekalb-ga-us.avolvecloud.com/ProjectDox>. For more information about electronic plan review, go to dekalbcountyga.gov/eplans.

Before submitting your application, make sure to complete all necessary forms at <http://www.dekalbcountyga.gov/planning-and-sustainability/forms>.

To learn more about business license, alcohol license, and excise tax requirements, go to <https://www.dekalbcountyga.gov/planning-and-sustainability/business-and-alcohol-license> before submitting your application.

For a complete parcel map of DeKalb County, go to <http://maps.dekalbcountyga.gov/parcel/>. Thanks for your interest in DeKalb County!

Sign in

User Name:

Password:

☐ Remember me on this computer

[Sign in](#)

Or

[Sign in Anonymously](#)

[Forgot my password](#)

[Forgot Password Instructions](#)

First time here?

[Register for an online account](#)

Click
"Register for an online account"

Sign Up for New Account - Personal Information

Enter your information:

- ☐ Enter your preferred user name for login purposes. Use something you will remember like your email address.
- ☐ Enter your email address. This email address will be used to mail your initial enrollment confirmation and for submission notifications. You will be able to change your password later in "Modify Account".
- ☐ Enter your contact information to be used with your submittals.
- ☐ Click "Next".

*= Required Information

Enroll as a:

☒ Individual

☐ Company

Create User Name: *

(Use 5 to 50 characters for User Name)

Please enter a User Name

Type your Password: *

(Password must have at least 5 characters, with one upper case, one lower case, and one numeric character.)

Retype Password: *

Select a Secret Question to reset password: *

Select One

Enter your Secret Answer: *

Contact Type: *

Select One

Title:

First Name: *

MI:

Last Name: *

Company Name:

Position:

Address: *

City: *

State/Province: *

Georgia

Postal Code/Zip: *

Country:

Daytime Phone: *

Evening Phone:

Fax Number:

Mobile Phone:

Email: *

COMPLETE ALL
REQUIRED FIELDS

1

Cancel

Next

2

Click "Next"



Sign Up for New Account - Personal Information

Enter your information:

- ☐ Enter your preferred user name for login purposes. Use something you will remember like your email address.
- ☐ Enter your email address. This email address will be used to mail your initial enrollment confirmation and for submission notifications. You will be able to change your password later in "Modify Account".
- ☐ Enter your contact information to be used with your submittals.
- ☐ Click "Next".

*= Required Information

Enroll as a:

- ☐ Individual
☒ Company

Create User Name: *

(Use 5 to 50 characters for User Name)

TEST826

Type your Password: *

(Password must have at least 5 characters, with one upper case, one lower case, and one numeric character.)

Retype Password: *

Select a Secret Question to reset password: *

What city were you born in? ▼

Enter your Secret Answer: *

dekalb

Contact Type:*

OWNER ▼

Name:*

TEST826

Address:*

4572 MEMORIAL DR

City:*

DECATUR

State/Province:*

Georgia ▼

Postal Code/Zip:*

30032

Country:

Daytime Phone:*

(404)371-2461

Evening Phone:

Fax Number:

Mobile Phone:

Email:*

TEST@DEKALCOUNTYGA.GOV

Cancel Next

CLICK "Next" Once
completed



Personal Information Confirmation

- ☐ Review the information you entered.
- ☐ Also listed are users whose information matches yours. Please review this list to see if you are already in our database. If you find your information listed here, check the option next to it so it is not duplicated.
- ☐ If any information is incorrect, click "Click here to make changes to your entered information »".
- ☐ Click "Submit".

Personal information as entered:
Email: TEST@DEKALCOUNTYGA.GOV
Contact Type: OWNER
Name: TEST826
Address: 4572 MEMORIAL DR
DECATUR, GA 30032
Daytime Phone: (404)371-2461

1

Verify Information
Entered

>>> No users matched the information you entered <<<

- ☒ Add new contact: TEST826 located at 4572 MEMORIAL DR, DECATUR, GA 30032

[Click here to make changes to your entered information »](#)

2

CLICK "Submit"

Cancel Submit



DeKalb County
GEORGIA

ePermitting

[Contact Us](#)

New Portal Account Confirmation

Congratulations! You have successfully registered for a new web user account.
To login using this account [click here](#)

© Copyright 2020. Infor. All rights reserved.

REGISTRATION COMPLETED



DEPARTMENT OF PLANNING & SUSTAINABILITY

LICENSE SUBMISSION

(BUSINESS & ALCOHOL)



Welcome to DeKalb County ePermitting

- DeKalb County's ePermitting portal enables contractors, businesses, or homeowners to submit an application or check the status of building permits, trade permits, sign permits, city service permits, land development permits, business licenses, or planning applications from anywhere in the world.

Residents can also use the portal to submit service requests for Code Enforcement violations.

If you have already submitted a permit application and want to submit your plans electronically, go to <https://dekalb-ga-us.avolvecloud.com/ProjectDox>. For more information about electronic plan review, go to dekalbcountyga.gov/eplans

Before submitting your application, make sure to complete all necessary forms at <http://www.dekalbcountyga.gov/planning-and-sustainability/forms>

To learn more about business license, alcohol license, and excise tax requirements, go to <https://www.dekalbcountyga.gov/planning-and-sustainability/business-and-alcohol-license> before submitting your application

For a complete parcel map of DeKalb County, go to <http://maps.dekalbcountyga.gov/parcel/>
Thanks for your interest in DeKalb County!

Sign In

User Name:

Password:

☐ Remember me on this computer

[Sign In](#)

Or

[Sign in Anonymously](#)

[Forgot my password](#)

[Forgot Password Instructions](#)

First time here?

[Register for an online account](#)

Enter User Name and Password
created during account
registration

CLICK "Sign In"



Select Portals

☐ [Code Enforcement Complaints](#)

☐ [Permit & License Application](#)

Online Portal Application

Welcome to the Online Portal applications. Here you may choose to select a portal that you want to use.

[Code Enforcement Complaints](#)

The [Code Enforcement Complaints](#) portal allows you to submit online service requests for Code violations and look up existing service requests. To submit a complaint, you are *required* to provide a **property address**. If you do not know the address of the property, please contact Code Enforcement during normal business hours at 404-687-3700 for assistance or send an email to codeenforce@dekalbcountyga.gov with a description of the location. An example of a description would show as follows: *if you are facing the property, the violation address is 2 houses to the left of 123 Main Street, Decatur, GA 30032.*

[Permit & License Application](#)

The Community Development and Regulation (CDR) portal allows you to apply for permits, licenses, and planning applications, to schedule and cancel inspections, pay fees, and review the status of submitted permits, licenses, and planning applications.

CLICK
"Permit & License Application"



[Portal Home](#)

My Account

[Modify Account](#)

Applications

[Building Application](#)

[Business License](#)

[Planning Application](#)

Pay Fees

[My Building Fees](#)

[My Business License Fees](#)

[My Planning Fees](#)

Look Up



Lookup your Building Permit, Business License, Planning, Trade License, Use, or Project applications to check the status and view details. Or search for other applications by application number, applicant name, or address/parcel ID.

- [Building Permit](#)
- [Business License](#)
- [Planning](#)

Apply



To apply for a Building Permit, Business License, Planning, Trade License, Use, or Project applications, you will need to provide information such as the type of application, site location, and specific details regarding your application. Once your application is successfully submitted and received, you will receive a confirmation.

- [Apply for a Building Permit](#)
- [Apply for a Business License](#)
- [Apply for a Planning/Land Development Permit](#)

Pay Fees



Pay fees for your Building Permit, Business License, Planning, Trade License, Use, or Project applications. Online payments can be made with Visa, Mastercard, or eCheck.

- [My Building Permits to be Paid](#)
- [My Business Licenses to be Paid](#)
- [My Processed Applications to be Paid](#)

CLICK
"Apply for a Business License"



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Business License Type

- ☐ Please select the license type
- ☐ Enter the required fields for selected license type
- ☐ Click "Next"

License Type: *

-- Select One --

-- Select One --

Alcohol Business License Application

Bank and Franchise reporting

Excise Tax Reporting Application

General Business License Application

Temporary Business License Application

**SELECT LICENSE
APPLICATION TYPE FROM
THE DROP-DOWN LIST**

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
------------------------------	--	---------------------------------------	---------------------------------------	-------------------------	-----------------------------	--

Business License Type

- ☐ Please select the license type
- ☐ Enter the required fields for selected license type
- ☐ Click "Next"

License Type: *

General Business License Application

License Category: *

-- Select One --

Business Name: *

Business Type:

Corporation

Business Description and/or comments regarding your license:

[Cancel](#)

[Next](#)

**SELECT LICENSE
CATEGORY FROM THE
DROP-DOWN LIST**



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
------------------------------	--	---------------------------------------	---------------------------------------	-------------------------	-----------------------------	--

Business License Type

- ☐ Please select the license type
- ☐ Enter the required fields for selected license type
- ☐ Click "Next"

License Type: *

General Business License Application

License Category: *

-- Select One --

-- Select One --
Administrative & Support & Waste Management & Remediation Services
Agriculture, Forestry, Hunting & Fishing
Arts, Entertainment & Recreation
Construction
Educational Services
Finance & Insurance
Health Care & Social Assistance
Information
Management of Companies (Holding Companies)
Manufacturing
Mining
Other Services
Professional, Scientific, & Technical Services
Real Estate & Rental & Leasing
Retail Trade
Transportation & Warehousing
Utilities
Wholesale Trade

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Business License Type

- ☐ Please select the license type
- ☐ Enter the required fields for selected license type
- ☐ Click "Next"

License Type: *

General Business License Application

License Category: *

Other Services

Business Name: *

THE TEST BUSINESS

Business Type:

Corporation

Corporation

LLC

None

Other

Partnership

SoleProprietor

[Cancel](#) [Next](#)

and/or comments regarding your license:

**SELECT
"Business Type"
from drop-down list**

**ENTER
"Business Name"**

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
------------------------------	--	---------------------------------------	---------------------------------------	-------------------------	-----------------------------	--

Business License Type

- ☐ Please select the license type
- ☐ Enter the required fields for selected license type
- ☐ Click "Next"

License Type: *

General Business License Application

License Category: *

Other Services

Business Name: *

THE TEST BUSINESS

Business Type:

LLC

Business Description and/or comments regarding your license:

THIS IS FOR TEST BUSINESS ADMIN SERVICE

[Cancel](#)

[Next](#)

ENTER
"Business Description"

CLICK "Next"

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
------------------------------	--	---------------------------------------	---------------------------------------	-------------------------	-----------------------------	--

Business License Location

Address Search: Search application address

☐ Enter the Address

Example: Entering Street Name & select Suffix "Main St" will result in a list of all addresses available for "Main St"

☐ Please select Other State, if address lies outside US.

☐ Select the correct location by clicking on the appropriate address

☐ If you do not see the correct location, make changes to your search and try again

☐ Click Search

Number	Dir	Street Name*	Suffix	Unit/Apt.
4572	--	MEMORIAL	--	
City		State	Zip	
DECATUR		Georgia	30032	

[Search](#)

[Cancel](#)

[Previous](#)

CLICK "Search"

ENTER
" Business Physical Address"
CAN NOT BE A PO BOX

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Business License Location

Address Search: Search application address

☐ Enter the Address

Example: Entering Street Name & select Suffix "Main St" will result in a list of all addresses available for "Main St"

☐ Please select Other State, if address lies outside US.

☐ Select the correct location by clicking on the appropriate address

☐ If you do not see the correct location, make changes to your search and try again

☐ Click "Search"

Number	Dir	Street Name*	Suffix	Unit/Apt.
4572	--	MEMORIAL	--	
City	State	Zip		
DECATUR	Georgia	30032		

1 Matches Found

Street #	Dir	Street Name	Suffix	Unit/Apt/Suite	City	State	Zip
4572		MEMORIAL	DR		DECATUR	GA	30032-

[Search](#)

[Cancel](#)

[Previous](#)

CLICK on search result

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Applicant Information

- ☐ Select the applicant
- ☐ Click "Next"

Applicant

Name: TEST826
Address: 4572 MEMORIAL DR
DECATUR GA 30032

Applicant Type

- ☒ As the business owner, I am the primary applicant (individual/sole proprietor).
- ☐ The business owner of the address is: (corporation, LLC, partnership)

Cancel

Previous

Next

Verify information entered

SELECT APPROPRIATE "Applicant Type"

CLICK "Next"



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Additional Contacts

If you do not wish to add additional contacts, click "Next" to proceed to next step.

To add additional contacts to this license:

- ☐ Click "Add Contact"
- ☐ Enter required contact information
- ☐ Please select Other State, if contact address lies outside US.
- ☐ Click "Search"

Add Contact

Cancel

Previous

Next

1

CLICK "Add Contact" to add additional contact as needed

2

CLICK "Next" once completed

[CDR Home](#)[Business License Home](#)**My Account**[Modify Account](#)**Apply**[My Saved Applications](#)[Apply](#)**Business License**[My Licenses](#)**Reviews**[My Reviews](#)**Inspections**[My Inspections](#)**Fees**[My Fees](#)**Lookup License**[License Number](#)[Applicant](#)[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Application Details

- ☐ Enter in the details.
- ☐ Click "Next"

General Business Information

Application Process Type* Sanitation Account # Sales Tax and Use ID Number Collect EIN Number* ☐ Ice Cream Truck☐ License to Be Picked Up☐ Out of Country Contractor

Business License Information

Bill Class Type* ☐ Professional Elects to Pay Flat Rate☐ Home OccupancyActual Number of Employees*

Alcohol License Information

Type of Alcohol Sales

Receipt Information

Save Affidavit[Senate Bill 160]

Year Saved Affidavit Received ☐ US Citizen☐ Save Affidavit Received

Employee Work Authorization

Report Date Received Date Authorization Date Work Authorization Fed ID No. of Employees*

Annual Renewal

Renewal Year Estimated # of employees for current year* Actual # of employees for previous year* Estimated gross receipts for current year* Actual gross receipts for previous year* Date Information Received ☐ Professional Elects to Pay Flat RateCOMPLETE ALL
REQUIRED FIELDS[Cancel](#) [Previous](#) [Next](#)

CLICK "Next"

[Save For Later](#)

[CDR Home](#)[Business License Home](#)[My Account](#)[Modify Account](#)[Apply](#)[My Saved Applications](#)[Apply](#)[Business License](#)[My Licenses](#)[Reviews](#)[My Reviews](#)[Inspections](#)[My Inspections](#)[Fees](#)[My Fees](#)[Lookup License](#)[License Number](#)[Applicant](#)[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Application Details

- ☐ Enter in the details.
- ☐ Click "Next"

General Business Information

Application Process Type*

None

Sanitation Account #

Sales Tax and Use ID Number

Collect EIN Number*

Business License Information

Bill Class Type*

☐ Professional Elects to Pay Flat Rate☐ Home Occupancy

Actual Number of Employees*

Alcohol License Information

Type of Alcohol Sales

☐ Ice Cream Truck☐ License to Be Picked Up☐ Out of Country Contractor

None

Change of Description/Type

Change of Business Name

Change of Business Location

Change of Company Officers

Change of Business Owner

New Application

**SELECT
APPLICATION TYPE**

Receipt Information

Save Affidavit[Senate Bill 160]

Year Saved Affidavit

Received

mm / dd / yyyy

☐ US Citizen☐ Save Affidavit Received

Employee Work Authorization

Report Date

mm / dd / yyyy

Received Date

mm / dd / yyyy

Authorization Date

mm / dd / yyyy

Work Authorization Fed ID

No. of Employees*

None

Annual Renewal

Renewal Year

Estimated # of employees
for current year*Actual # of employees for
previous year*Estimated gross receipts
for current year*Actual gross receipts for
previous year*

Date Information Received

mm / dd / yyyy

☐ Professional Elects to Pay Flat Rate

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Application Details

- ☐ Enter in the details.
- ☐ Click "Next"

General Business Information

Application Process Type*

Sanitation Account #

Sales Tax and Use ID Number

Collect EIN Number*

- ☐ Ice Cream Truck
- ☐ License to Be Picked Up
- ☐ Out of Country Contractor

Business License Information

Bill Class Type*

- ☐ Professional Elects to Pay Flat Rate
- ☐ Home Occupancy

Actual Number of Employees*

Alcohol License Information

Type of Alcohol Sales

Receipt Information

Save Affidavit[Senate Bill 160]

Year Saved Affidavit Received

- ☐ US Citizen
- ☒ Save Affidavit Received

Employee Work Authorization

Report Date

Received Date

Authorization Date

Work Authorization Fed ID

No. of Employees*

Annual Renewal

Renewal Year

Estimated # of employees for current year*

Actual # of employees for previous Year*

Estimated gross receipts for current year*

Actual gross receipts for previous year*

Date Information Received

- ☐ Professional Elects to Pay Flat Rate

SAMPLE

[Cancel](#) [Previous](#) [Next](#)

[Save For Later](#)



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Attachments

The required documents must be submitted or attached to your application. You may also submit the documents via mail or in person. Please include the License number.

To Upload Documents:

- ☐ Click "Browse" to select the files/documents from your computer to attach to your application
NOTE: EACH FILE CAN NOT EXCEED 10MB.
- ☐ Enter the description
- ☐ Click "Upload" to add files
- ☐ Click "Next"

File Path

No file chosen

File Description

**CLICK TO LOCATE AND
UPLOAD COMPLETED
APPLICATION**

[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location
--------------	------------------------

Attachments

The required documents must be submitted in person. Please include the following:

To Upload Documents:

- ☐ Click "Browse" to select the file
- NOTE: EACH FILE CAN NOT BE LARGER THAN 25 MB**
- ☐ Enter the description
- ☐ Click "Upload" to add files
- ☐ Click "Next"

File Path

Choose...

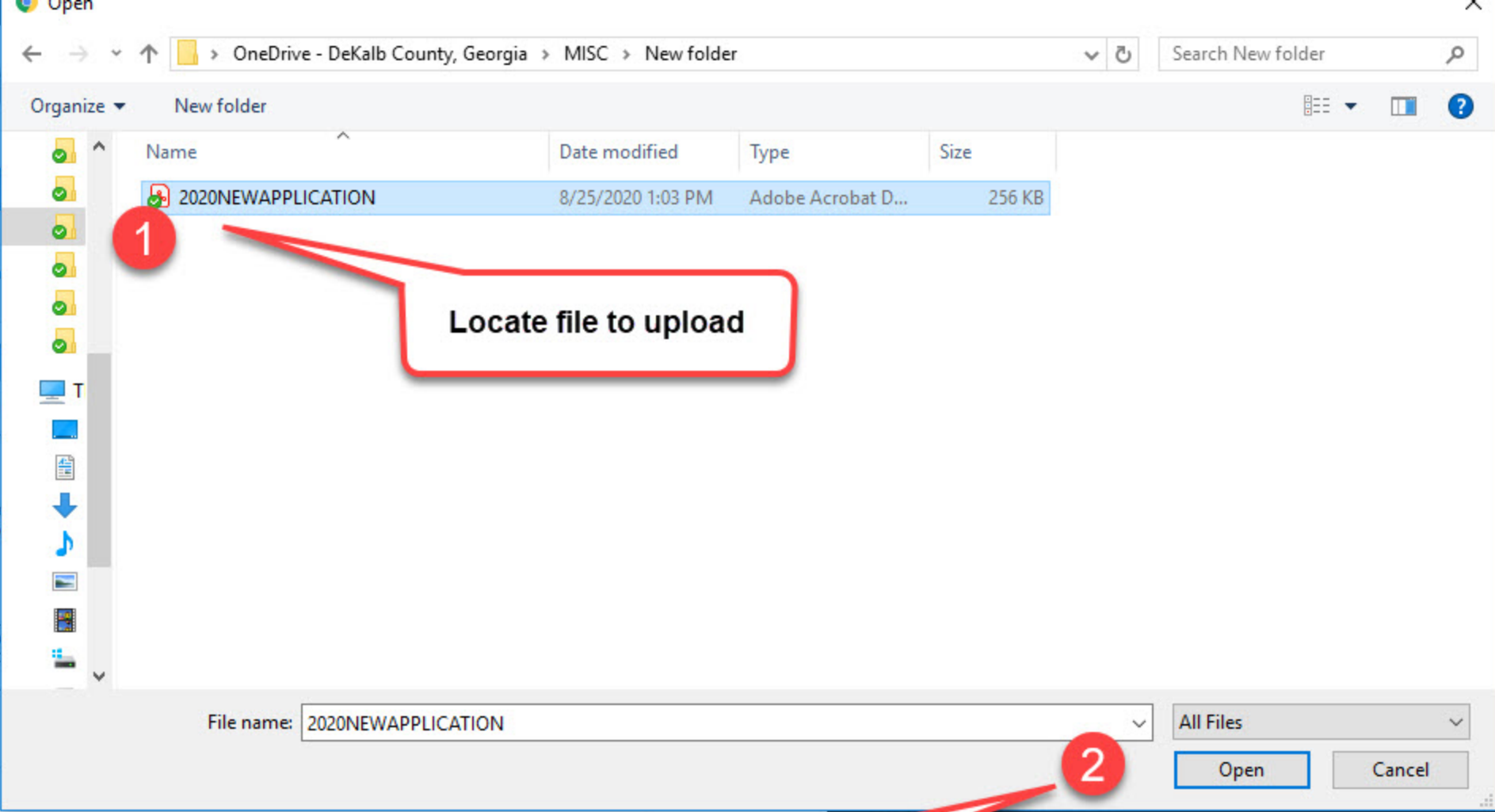
File Description

Upload

Cancel

Previous

Next





[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

**CLICK
"Upload" to
attached file**

[My Inspection](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Attachments

The required documents must be submitted or attached to your application. You may also submit the documents via mail or in person. Please include the License number.

To Upload Documents:

- ☐ Click "Browse" to select the files/documents from your computer to attach to your application
- NOTE: EACH FILE CAN NOT EXCEED 10MB.**
- ☐ Enter the description
- ☐ Click "Upload" to add files
- ☐ Click "Next"

File Path

[Choose File](#) 2020NEWAP...ATION.pdf

File Description

Upload

[Cancel](#)

[Previous](#)

[Next](#)

**Verify file to
be uploaded**



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
------------------------------	--	---------------------------------------	---------------------------------------	-------------------------	-----------------------------	--

Attachments

The required documents must be submitted or attached to your application. You may also submit the documents via mail or in person. Please include the License number.

To Upload Documents:

- ☐ Click "Browse" to select the files/documents from your computer to attach to your application
- NOTE: EACH FILE CAN NOT EXCEED 10MB.**
- ☐ Enter the description
- ☐ Click "Upload" to add files
- ☐ Click "Next"

File Path 2020COAPPLICATION.pdf

File Description

Uploaded Filename	File Description	
2020NEWAPPLICATION.pdf	DP Business License attachment	<input type="button" value="Remove"/>

Uploaded files



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
--------------	------------------------	-----------------------	-----------------------	---------	-------------	--------------------------

Attachments

The required documents must be submitted or attached to your application. You may also submit the documents via mail or in person. Please include the License number.

To Upload Documents:

- ☐ Click "Browse" to select the files/documents from your computer to attach to your application

NOTE: EACH FILE CAN NOT EXCEED 10MB.

- ☐ Enter the description
- ☐ Click "Upload" to add files
- ☐ Click "Next"

File Path

Choose File

No file chosen

File Description

Upload

Uploaded Filename	File Description	
2020NEWAPPLICATION.pdf	DP Business License attachment	Remove
2020COAPPLICATION.pdf	DP Business License attachment	Remove

Cancel

Previous

Next

**REPEAT STEPS TO
UPLOAD ADDITIONAL
FORMS**

CLICK "Next"



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

License Type	Business Site Location	Applicant Information	Additional Applicants	Details	Attachments	Application Confirmation
------------------------------	--	---------------------------------------	---------------------------------------	-------------------------	-----------------------------	--

Business License Information Confirmation

To submit your application:

- ☐ Confirm the license information is correct.
If changes need to be made click the appropriate "Edit" button.
- ☐ Click the "Apply/Save" button to submit your license.

1

Verify information entered

License Information To Be Submitted

Edit	Business Name:	THE TEST BUSINESS
	Business Type:	LLC
	License Category:	Other Services
	License Type:	General Business License Application
	Business Description:	THIS IS FOR TEST BUSINESS ADMIN SERVICE
Edit	Business Location:	4572 MEMORIAL DR DECATUR GA 30032-
Edit	Primary Contact Name:	TEST826
	Address:	4572 MEMORIAL DR DECATUR GA 30032
	Phone:	(404)371-2461
Edit	No contact added.	
Edit	Detail page information.	

[Edit](#)

Uploaded Filename	File Description
2020NEWAPPLICATION.pdf	DP Business License attachment
2020COAPPLICATION.pdf	DP Business License attachment

2

Verify the file (s) attached

[Cancel](#) [Previous](#) [Apply](#)

[Save For Later](#)

3

CLICK "Apply"



[CDR Home](#)

[Business License Home](#)

My Account

[Modify Account](#)

Apply

[My Saved Applications](#)

[Apply](#)

Business License

[My Licenses](#)

Reviews

[My Reviews](#)

Inspections

[My Inspections](#)

Fees

[My Fees](#)

Lookup License

[License Number](#)

[Applicant](#)

[Address](#)

New Application for TEST826

Application Status

You have successfully submitted a(n) General Business License Application . In order to complete this process, you will need to pay the required fee in the application fee table below. You may wish to check the information on your application is correct by selecting the View or Edit key prior to paying. Once your application has been paid, you will not be able to edit your application. This application is pending further review as the Zoning Department reviews all new applications and changes of addresses to ensure compliance with zoning regulations for the business location. They must approve the business activity to be conducted at that location prior to the issuance of a Business and Occupational Tax Certificate.

License Number: 1237782
License Type: General Business License Application
License Description: THIS IS FOR TEST BUSINESS ADMIN SERVICE
Site Location: 4572 MEMORIAL DR DECATUR GA 30032-
Business Name: THE TEST BUSINESS
Primary Applicant: TEST826
Milestone: Intake

Application Check Status

Priority is required	Pending
Priority	Required

[View](#) | [Clone](#) | [Edit](#)

**APPLICATION NUMBER ASSIGNED
UPON SUCCESSFULLY SUBMISSION
OF APPLICATION**

© Copyright 2020. Infor. All rights reserved.

**ALLOW UP TO 5 DAYS AFTER UPLOAD FOR TAX/
FEES DUES TO APPLY TO ACCOUNT FOR
PAYMENTS**