

2026 Business License Processing Notice

Below is important information for customers submitting a 2026 new business license, renewal, alcohol license, or excise tax payment.

What to Expect

- We are currently experiencing a **higher volume** of applications this renewal season. However, we are processing each completed application in the order received. Given these circumstances, you can expect a processing time of **up to ten (10) business days** for completed applications. Additional days will be required for incomplete applications that are awaiting documentation and payment.
- Over the next 30-days, **late penalties will not be assessed** for applicants who submitted their application **prior to March 1st**.

One Stop Shop (OSS) Hours

- The Business License Division is open **Monday through Friday** from **8:30 AM to 2:00 PM** for **in person assistance** in **the One -Stop – Shop**, located at **178 Sam's Street**.

Important Reminders

- Incomplete applications will result in additional processing delays.
- Please ensure all required information and documentation are submitted to avoid delays in the issuance of your 2026 license or tax account.

Online Services and Contact Information

- For faster service, applications and fee payments may be submitted online.
- **Online services** are available **24 hours a day, seven days a week** through our online portal: <https://epermits.dekalbcountyga.gov/business-license/permits>
- Email: BLicense@dekalbcountyga.gov or Phone: 404-371-2155, Option 5 for business license inquiries

We appreciate your patience as our team works to process applications as quickly as possible.