

Department of Financial Services  
Treasury Division - Licensing and Revenue Section



750 S Perry St • Lawrenceville, GA 30046-6935  
(tel) 678 3774100 • (fax) 678 3774110

gwinnettcounty

August 21, 2009

Dear Gwinnett County Business Owner:

A recent change in Georgia law requires action by your business. An amendment to Official Code of Georgia §50-36-1 now requires all counties and municipalities in Georgia to verify the legal presence status of new applicants and existing holders of a business/occupation tax certificate. Enclosed is an affidavit form that must be executed by an authorized agent/applicant for your business, corporation, LLC or partnership.

As instructed on the enclosed affidavit form, United States citizens and persons holding a Permanent Resident Card should check the first line, "A", sign and have notarized. All qualified aliens or non-immigrants under the Federal Immigration and Nationality Act should check the second line, "B", sign, notarize and attach a **front and back copy** of the required authorization card or document.

The executed affidavit form should be returned to the Gwinnett County Licensing and Revenue Office for further processing within thirty (30) days from receipt. You will not be eligible for a 2010 business/occupation tax certificate until this affidavit has been fully processed by the Licensing and Revenue Office.

Please call 678-377-4100 if you have any questions regarding this matter.

Sincerely,

A handwritten signature in cursive script that reads "David O'Kelley".

David O'Kelley  
Licensing and Revenue Manager