



CITY OF TYBEE ISLAND BUSINESS LICENSE APPLICATION

Date _____
New _____
Renewal _____
License # _____
Alcohol License Y or N
Entertainment App. Y or N

Business Name			
Location			
Mailing Address			
Phone		Email	
Federal ID #		Sales Tax ID	NAICS Code
Business Type (<i>circle one</i>): Sole Proprietor Partnership Corporation LLC Non-Profit Other: _____			
Names and Home Addresses of Owners, Partners or Corporate Officers			
Names	Home Address	City, State, Zip	Title

Describe the business you would like to license:

Has this business or anyone connected with this business been cited or charged with any violation of Georgia Law, Federal Law, Local Ordinance, or any Rule or Regulation of the State Revenue Commissioner or any Rule or Regulation of the City or County within the past 12 months? (*circle one*) YES or NO (If YES, include details)

Will your business require signage off premise? _____

advertising – off premise (billboards)			
32 sq ft (4 x 8) \$50	192 sq ft (12 x 16) \$100		
128 sq ft (8x16) \$75	288 sq ft (12 x 24) \$125		

Any business that requires state licensing must present state license when applying. It is the applicant's responsibility to ensure zoning conformance. If there is a question as to whether the location is zoned correctly please contact the City Marshal at 912-786-4573 x 104. See the reverse side for further instructions and schedule of regulatory fees. Application for alcohol license requires a separate form and approval. Application for live entertainment requires annual review and approval.

Applicant Signature _____ Date _____

Printed Name _____

Received by _____ Date _____

ROUTING	APPROVAL	BY	DATE	FEES
City Manager / Administrator	REQUIRED			1000 Occupational Tax 125.00
Zoning Approval	REQUIRED			9999 Administration Fee 10.00
Health Dept Certificate Required	YES or NO			Signage
Fire Inspector Certificate Required	YES or NO			
Insurance Policy Required for \$ _____	YES or NO			
Police Chief Recommendation Required	YES or NO			
City Council Approval Required	YES or NO			TOTAL DUE WITH APPLICATION
Reason for denial:				

BUSINESS LICENSE INFORMATION

Every business in this city or doing business or engaged in business within the city is hereby required to have a business license from the city for the privilege of engaging in a business, profession or occupation within the corporate limits, unless city licensing is prohibited under state law or the activity is exempted by this Code.

Upon opening for business, a health inspection is required for any business that has ice or food service. An inspection can be set up with Chatham County Health Department at 356-2893. Also, cooking requires an inspection by the County Fire Inspector at 201-4306. If any renovations are to be done, a building permit is required. If there are any questions concerning the above permits required, the Applicant can make an appointment to see someone in the Building & Zoning Department for more information.

Registration of Contractors: Any Contractor working on the island must complete a Business License Application form. The owner must present a current Business License and any State License held to be copied for the file. The fee for a registered contractor is \$20.00. The occupational tax is not required unless the Contractor does not hold a business license from another jurisdiction.

Regulatory fees are charged as follows, please include if your business falls under the following classifications:

LICENSE CLASSIFICATION	FEE
Occupational Tax (Business License Fee)	125.00
Administrative Fee	10.00
Retail Beer/Wine – Package Sales Only, Consumption on Premises Prohibited	350.00
Retail Beer/Wine – Sale by Drink for Consumption on Premises Only	575.00
Retail Liquor – Sale by Package Only, Consumption on Premises Prohibited	850.00
Retail Liquor – Sale by Drink for Consumption on Premises Only	1,250.00
Retail Liquor – Sale by Package & Drink both in One Building under One Ownership	2,000.00
Sunday Sales of Alcoholic Beverages	150.00
Wholesale Beer	765.00
Wholesale Liquor	1,500.00
Wholesale Wine	150.00
Distiller, Brewer, or Manufacturer of Alcoholic Beverages	300.00
Special Event – Public or Private Property - Beer, Wine (no current license) per event	50.00
Special Event – Public or Private Property - Beer, Wine (no current license) 3 days	100.00
Special Event – Public or Private Property - Beer, Wine (holding current license) per event	10.00
Special Event – Business Property – Beer, Wine, Liquor (no current license) per event	50.00
Special Event – Business Property – Beer, Wine, Liquor (no current license) 3 days	100.00
Special Event – Business Property – Beer, Wine, Liquor (holding current license) per event	10.00
Advertising Bench, per bench	25.00
Amusements, Itinerant (Circus, Carnival)	\$75 per day / \$600 maximum
Beach Equipment, Beach Vehicle, and Water Craft Rental, per site	300.00
Bondsman	165.00
Book & Magazine Canvasser, registration fee	45.00
Contractor Registration Fee (Building & Construction Contractors, Subcontractors and Tradesmen, licensed in another jurisdiction)	20.00
Escort	500.00
Entertainment License	50.00
Insurance Sales	40.00
Massage therapist & other miscellaneous health practitioner	250.00
Promoter – Special Events, Pageants, Festivals, Exhibitions, Sporting Events, Shows, per Single Event	50.00
Transient Merchant, per day	75.00
Transient Rentals, Registration Fee	45.00
Vendor, Festival Hawker, per day	25.00
Vendor, Arts & Crafts, per event	25.00
Pedicabs for hire	100.00
Taxi, Touring Vehicles	100.00



Affidavit Verifying Status for City Public Benefit Application

By executing this affidavit under oath, as an applicant for a City of Tybee Island, Georgia, Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract, or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application of a City of Tybee Island:

- Business License or Occupational Tax Certificate,
- Alcohol License, *(circle all that apply)*
- Taxi Permit,
- Contract
- Other public benefit _____

for _____ *(printed name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity).*

1) _____ I am a United States citizen.

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act, 18 years of age or older and lawfully present in the United States. *

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Date

Printed Name

* Alien Registration Number for Non-citizens

SUBSCRIBED AND SWORN BEFORE ME ON THIS
THE _____ DAY OF _____, 20 _____

Notary Public _____

My Commission Expires: _____

Note: O.C.G.A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:
