

140 HENRY PARKWAY  
MCDONOUGH, GA. 30253

PHONE – 770-288-8180  
FAX -770-288-8190

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

\_\_\_\_\_

Email address \_\_\_\_\_

Number of Employees \_\_\_\_\_

Sales Tax ID #, if your business is required to have one by law: \_\_\_\_\_

Dear Business Owner:

In order for us to calculate the Occupational Tax (Business License Fee), for business owners in Henry County for the year \_\_\_\_\_, the following information is needed. This information will allow us to calculate a fair and equitable Occupational Tax fee. This information is vital and absolutely necessary in order to calculate the Occupational Tax. If you have any questions regarding the information requested, please give us a call at (770) 288-8180. We will be happy to assist you.

1. Type of business (your dominant business activity which generates the largest portion of gross income for your business).

\_\_\_\_\_

2. Actual gross receipts for year, or if not in business estimate for 12 months.

\$\_\_\_\_\_ (gross receipts).

**OR ESTIMATE FOR 12 MONTHS**

**GEORGIA LAW REQUIRES THAT WE KEEP THIS  
INFORMATION CONFIDENTIAL**

**Personal Property Tax Must Be Paid**