



**City of Dallas
200 Main Street
Dallas, GA 30132
770.443.8110**

Occupational Tax Application Renewal

Business Name: _____

DBA: _____

Business Address: _____

Mailing Address (if different from business address): _____

Business Phone Number: _____

NAICS Code (6-digits): _____

Principal Line of Business: _____

Number of Employees: _____

E-Verify Number (only applicable if more than 10 employees): _____

Business Owner: _____

Phone Number: _____ **Email Address:** _____

Emergency Contact: _____

Phone Number: _____ **Email Address:** _____

I (print name) _____ **Being the** (title) _____ of the

business firm named, do hereby register and apply for an Occupational Tax Certificate, and furthermore, do

herby certify that the information provided is true, correct, and complete.

Signature: _____ **Date:** _____

***Please provide a copy of your driver's license. If your business requires a professional license, please provide a copy for our files. ***

City of Dallas Financial Affidavit

THIS FORM MUST BE NOTARIZED

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

For Completing a new business:

Estimated Gross Receipts: _____ NAICS Code (6-digits) _____

Number of Employees: _____ (2 Part time = 1 Full time)

For completing a Renewal:

2022 Gross Receipts: \$ _____ or # of Professionals*** (@ 400 each) _____

*If you were in business less than 12 months of 2022 total your gross receipts for the months you were in business in 2022, divide that amount by the number of months you were in business in 2021 and multiply that by 12.

*** If you have multiple locations, please see City of Dallas Code of Ordinances Section 10-37.

*** Professionals (O.C.G.A. 48-13-9(1)-(18) have the option to pay \$400 per professional; no disclosure of gross receipts would be required

Pursuant to City of Dallas Code of Ordinances Section 10-40, the City has the right to inspect the books or records of any business providing gross receipt information.

Gross Receipts Include:	Gross Receipts Don't Include:
Total income, without deduction for the cost of goods sold or expenses incurred	Sales, use or excise taxes
Gain from trading in stocks, bonds, capital assets, or instruments of indebtedness	Sales returns, allowances and discounts
Proceeds from commissions on the sale of property, goods or services	Certain inter-organizational sales or transfers
Proceeds from fees, charged for services rendered	Payments made to a subcontractor or independent agent for services that contributed to the gross receipts (must provide copy of their occupation tax certificate and details or work performed on your behalf)
Proceeds from rent, interest, royalty or dividend income	Governmental and foundation grants, charitable contributions, or interest income derived from these funds, received by a nonprofit organization that employs salaried practitioners if the funds constitute 80 percent or more of the organization's receipts
	Proceeds from sales of goods or services that are delivered to or received by customers who are outside the state at the time of delivery

I, _____, do solemnly swear under oath and penalty of perjury, that the gross receipt information provided above is true and correct as stated on the applicable income tax return of the business, less allowed exemptions, or, if no tax return has been filed for the applicable year, the gross receipts are true and correct to the best of my knowledge, ability and training based on financial documents such as a CPA statement and/or the business's annual profit and loss statement.

Signature _____ Position _____ Date _____

Sworn to and subscribed before me this _____ day of _____, 20____

Notary Public:

Signature/Seal _____