Walton County Planning and Development
OCCUPATIONAL TAX RETURN RENEWAL FORM

Business ID: _____(can be found on the previous license)

Business Name: _____

Address: _____

City State Zip: _____

Phone: _____

Email: _____

Description of Business: _____

_____

Number of Employees: _____ E-Verify Number if applicable: _____ Fee: $_____

Owner Name: _____

(This should be contact information of Individual Filing Return)

IMPORTANT CHANGES:

You will need to attach the evidence of Personal Property Ad Valorem Tax payment form from the Walton County Tax Commissioner's office. This form can be found at https://tax.waltoncountypay.com/license.html. Email completed form to the Tax Commissioner's office at, WCbusiness.license@co.walton.ga.us. This form will be emailed back to the sender upon determination that all personal property taxes have been paid for the requesting business. Questions regarding this process, please contact Planning and Development at 770-267-1485.

Once you have all the documents completed, the renewal can be mailed into our office with the check for payment and with a stamped addressed envelope to 126 Court Street Monroe GA 30655. The payment is $75.00 flat fee with $10.00 per employee. Example if you are the only person in the business it will be $85.00. You will need to add $10.00 for each additional employee.

PROVIDE Copy of State License (if applicable)

I certify the above information is true and correct and contains no false or fraudulent information. I understand that the approval of this occupation tax return and the issuance of an occupation tax certificate does not authorize this business to engage in or carry on business or to perform any other activity in violation of federal, state or local law nor does it relieve this business from its obligation to ensure compliance with all federal, state and local laws, including but not limited to the Comprehensive Land Development Ordinance and Subdivision Regulations for Walton County, Georgia.

Signature:_____ Date:_____