



# LAWRENCEVILLE

GEORGIA

## BUSINESS LICENSE / OCCUPATION TAX CHANGE REQUEST

Business Name: \_\_\_\_\_ Business License Number: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Business Owner: \_\_\_\_\_ Owner Mobile Phone: \_\_\_\_\_

### CLOSED BUSINESS

Date business ceased (will cease) operations: \_\_\_\_\_ Are current fees paid? \_\_\_\_\_

### MOVED BUSINESS

Date of move: \_\_\_\_\_

New Address: \_\_\_\_\_

	Moved from Residential to Commercial	Moved from Commercial to Residential	Moved from Commercial to Commercial
Provide Lease	✓		✓
Fire Marshal Certificate	✓		✓
Environmental Health Certificate	✓		✓
Planning and Zoning Certificate	✓	✓	✓
Complete and Submit Home Occupation Affidavit		✓	

### CHANGE IN MAILING ADDRESS

New Address: \_\_\_\_\_

### CHANGE OF BUSINESS NAME

New Name: \_\_\_\_\_

Business Licenses/Occupational Tax Certificates are non-transferable. If you have sold the business, the new owner must obtain a new License/Certificate.

I hereby certify that I have provided complete and accurate information above.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_