



FRANKLIN COUNTY  
BOARD OF COMMISSIONERS

*You Are Why We Are Here*

December 1, 2020

Subject: 2021 Occupational Tax Renewal Forms and Invoice

Dear Business Owner,

This letter is a written notification to each business owner that your current 2020 Occupation Tax Certificate will expire on December 31, 2020. The following paragraphs will provide additional information about the 2021 Occupational Tax Certificate renewal process.

The Franklin County Board of Commissioners has implemented updated forms and renewal process for all Occupational Tax Customers. The required information is imperative to our records, and a complete, approved application/renewal is required for all applicable active businesses in unincorporated Franklin County. The Occupational Tax Application and Renewal Packet consists of the following forms:

Occupational Tax Application Form

Affidavit Verifying Legal Status

*\*The applicant must submit a copy of his/her driver's license, if not already on file*

E-Verify Documentation

Emergency & Public Safety Form

For your convenience, we have included the 2021 renewal packet along with this letter and your 2021 invoice. Additional information and copies of these forms may be found on our website at <https://www.franklincountyga.gov/permits-and-licenses/>. The renewal packet must be completed/approved prior to the issuance of a 2021 Occupational Tax Certificate. These forms may be returned separately or included with your 2021 payment by one of the following methods:

Mail: PO Box 159 Carnesville, GA 30521

In-Person: 141 Athens Street Carnesville, GA 30521

Email: [adodd@franklincountyga.gov](mailto:adodd@franklincountyga.gov).

At a duly called meeting and after a public hearing on September 14, 2020, the Franklin County Board of Commissioners voted to increase the Occupation Tax to an annual rate of \$50. The Board works hard to keep the tax rate low, and this increase is the first (and only) increase in the Occupational Tax rate in the last 20 years.

The annual Occupational tax is due by March 31, 2021. A 10% penalty will occur on all late payments not made by this date.

Thank you for being a valued business in Franklin County

Sincerely,

A blue ink signature of Beth Thomas, County Manager, consisting of stylized initials and a surname.

Beth Thomas, County Manager