

TOWN OF GRANT, ALABAMA BUSINESS APPLICATION
The Town Does Impose the Business License Tax in its Police Jurisdiction

(CONFIDENTIAL)

Complete and Mail/Fax/Email To:

Applicant Complete This Box

Town of Grant
P. O. Box 70
Grant, AL 35747
256.728.2007 / Fax 256.728.5739
elooney@grantal.org

FEIN _____
ST of ALA TAX # _____
Form of Ownership (check one)
Sole Prop. _____ Corp. _____
Partnership _____ LLC _____
Prof Assoc _____ Other _____

Please Print or Type

SEE REVERSE SIDE FOR INSTRUCTIONS AND FURTHER INFORMATION

Application Type: New _____ Renew _____ Owner Change _____ Name Change _____ Location Change _____

Legal Business Name: _____

Trade Name: (If different from above) _____

Business Activities: (Brief description – Retail clothing sales, wholesale food sales, rental of industrial equip., computer consulting, etc.)

Physical Address: _____
(Street) (City) (State) (Zip)

Mailing Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Business) (Fax) (Home Phone)

Name of Contact Person _____ Phone Number _____

Email address for contact: _____

List following for Owner(s), Partners, or Officers (Attach separate sheet if necessary)

<u>Name</u>	<u>Residence Address</u>	<u>SSN (if not publicly traded co.)</u>	<u>Title</u>
-------------	--------------------------	---	--------------

If applicable to your business, circle the amount of gross receipts for the previous year's business conducted within the Town of Grant and/or its police jurisdiction.

Gross Receipts Schedule

More Than	but	Less Than	Amount Due (In addition to \$14 Issuance Fee)
0		24,999	60.00
25,000		49,999	90.00
50,000		99,999	120.00
100,000		149,999	150.00
150,000		249,999	180.00
250,000		499,999	210.00
500,000		749,999	240.00
750,000		999,999	270.00
1,000,000		1,249,000	310.00
1,250,000		1,999,999	400.00
2,000,000			450.00

The following are required to provide current state certification to obtain a municipal business license:

- Contractors
- Architects
- Heating and Air Conditioning Contractors
- Homebuilders
- Onsite Wastewater Systems
- Subcontractors
- Engineers & Land Surveyors
- Fire Protection Sprinkler Contractors
- Private Auditors

PLEASE READ THE FOLLOWING INFORMATION CONCERNING THE COMPLETION OF THIS FORM

- PLEASE COMPLETE ALL AREAS OF THE FORM EXCEPT FOR THE SHADED AREA AT THE BOTTOM.
- FORM SHOULD BE TYPED OR PRINTED LEGIBLY.
- FORM SHOULD BE DATED AND SIGNED BY AN OWNER, PARTNER, OR OFFICER OF THE BUSINESS.
- FORM WILL INITIATE THE PROCESS FOR REGISTERING YOUR BUSINESS WITH THE MUNICIPALITY.

»IF YOUR BUSINESS WILL HAVE A PHYSICAL LOCATION WITHIN THE MUNICIPALITY, PLEASE USE THAT ADDRESS ON THE FRONT OF THIS FORM. (Complete separate forms for each physical location in the city)

»AFTER COMPLETING THIS FORM IT CAN BE MAILED OR FAXED TO THE MUNICIPALITY.

»UPON RECEIPT OF THE COMPLETED FORM, THE MUNICIPALITY WILL PROVIDE ANY ADDITIONAL FORMS AND INFORMATION REGARDING OTHER SPECIFIC REQUIREMENTS TO YOU IN ORDER TO COMPLETE THE LICENSING PROCESS.

ALL LICENSE RENEWALS ARE DUE JANUARY 1 AND DELINQUENT AFTER JANUARY 31 WITH THE FOLLOWING EXCEPTIONS:

INSURANCE COMPANY LICENSE: DUE JANUARY 1, DELINQUENT AFTER MARCH 1

This form is intended as a simplified, standard mechanism for businesses to initiate contact with a municipality concerning their activities within that city. A business license will be required prior to engaging in business. If a business intends to maintain a physical location within the city, there are normally zoning and building code approvals required prior to the issuance of a license.

In certain instances, a business may simply be required to register with the city to create a mechanism for the reporting and payment of any tax liabilities. If that is the case, you will be provided the materials for that registration process.

The completion and submission of this form does not guarantee the approval or subsequent issuance of a license to do business. Any prerequisites for a particular type and location of the business must be satisfied prior to licensing.

Date Business Activity Initiated or Proposed in Grant: _____ # of Employees in Grant: _____

This application has been examined by me and is, to the best of my knowledge, a true and complete representation of the above named entity, and person(s) listed.

Date _____ Signature _____ Title _____

SHOULD THERE BE ANY QUESTIONS CONCERNING THE COMPLETION OF THIS FORM OR THE LICENSING AND/OR REGISTRATION PROCESS, PLEASE CALL THE NUMBER ON THE FRONT OF THIS FORM TO OBTAIN MORE DETAILED EXPLANATION.

THIS AREA FOR MUNICIPAL USE ONLY

ACCOUNT ID # _____

REVIEWED BY: _____

PHYSICAL LOCATION: ☐ CITY

☐ POLICE JURISDICTION ☐ OUTSIDE CORP LIMITS & PJ

ZONING CLASSIFICATION: _____

BUILDING APPROVAL: ☐ YES ☐ NO ☐ N/A FIRE CODE

☐

Tax Types: ☐ Sales/Seller's Use

☐ Consumer Use

☐ Rental

☐ Lodgings

☐ Alcohol

☐ Occupational

☐ Tobacco

☐ Gas/Motor Fuel

☐ Business License

Tax Filing Frequency: ☐ Monthly

☐ Quarterly

☐ Annual

☐ Other _____

Business Type: ☐ Retail

☐ Wholesale

☐ Building Contractor

☐ Service

☐ Professional

☐ Manufacturer

☐ Rental

☐ Other _____

TOWN OF GRANT, ALABAMA

DECLARATION OF U.S. CITIZENSHIP AND/OR LAWFUL PRESENCE OF AN ALIEN

The Alabama Legislature has passed a sweeping immigration law and has amended the law during the last session. The law is known as the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, (hereinafter referred to as the “Act”). The Act prohibits aliens unlawfully present in the United States from (1) receiving, with certain exceptions, state or local public benefits defined by the Act or (2) entering into or attempting to enter into public records transactions (business licenses) with a city (state or local public benefits and business transactions are hereinafter collectively referred to as “Benefits”).

The Act requires that any individual that receives a Benefit from a municipality must be a U.S. citizen or an alien lawfully present in the United States. Municipalities must obtain from each individual, including any individual that is a sole proprietor or a partner in a general partnership, both a signed declaration, either of citizenship or lawful presence as appropriate, and a demonstration of such status before Benefits may be provided to the individual by the municipality.

In the case of a partnership whose partners must be verified, you are instructed to provide a copy of the partnership agreement or other appropriate documentation evidencing the names and addresses of each individual who is a partner in the partnership, and each individual partner shall execute Form A and/or B as appropriate.

DIRECTIONS

This declaration must be completed and submitted by the applicant(s) to the City prior to the issuance of any public records transaction which declaration shall be incorporated into and become a part of and a condition of any public records transaction authorized by the City. A violation of the Act may disqualify the recipient from the public records transaction issued by the City.

Further, the Act provides that any person who knowingly makes a false, fictitious, or fraudulent statement or representation as a part of this declaration shall be guilty of perjury in the second degree pursuant to Section 13A10-102, Ala. Code 1975. Each time a person receives a public records transaction based on such statement or representation shall constitute a separate violation.

SECTION I – APPLICATION FOR BUSINESS LICENSE
(PUBLIC RECORDS TRANSACTION)

Applicant's Legal Name(s): _____

Doing Business As (if applicable): _____

Type of Ownership (check one):

- ☐ Individual or Sole Proprietorship (complete Form A or B)
- ☐ Partnership (each partner to complete Form A and/or B)
- ☐ Limited Partnership
- ☐ Limited Liability Partnership (LLP)
- ☐ Limited Liability Company (LLC) (Single Member)
- ☐ Limited Liability Company (LLC) Multi-Member)
- ☐ Corporation
- ☐ Other (please explain): _____

Current Taxpayer Identification Number (if available): _____

Business Location: _____
Address City State Zip

EACH INDIVIDUAL, SOLE PROPRIETOR, OR EACH PARTNER IN A PARTNERSHIP IF AN INDIVIDUAL, SHALL COMPLETE THE FOLLOWING:

SECTION II – U.S. CITIZENSHIP OR NATIONAL STATUS

Are you a citizen or national of the United States (check one)? ☐ Yes ☐ No

If you checked YES: Complete the Proof of Citizenship Demonstration and Declaration – **Form A.**

If you checked NO: Complete the Verification, Demonstration and Declaration of Lawfully Present Alien – **Form B.**

If you do not provide information required by law, your business license will be denied until proper documentation has been provided.

For Official Use Only

FORM A

Citizenship status confirmed by _____ **Date** _____

Proof of Citizenship Demonstration and Declaration

In order for an individual, including an individual who is a sole proprietor or a partner in a partnership, who is a U.S. Citizen to conduct a public records transaction with the Town of Grant, Alabama, each such individual/citizen must declare his or her U.S. citizenship by executing the declaration at the bottom of this form, and must demonstrate his or her U.S. citizenship by presenting a legible copy of one of the following items.

Note: If the presented item does not show the person's current legal name, please also provide a copy of supporting document to verify the legal name change.

Please check which of the listed items has been provided.

- ☐ A driver's license or non-driver's identification card issued by the Alabama Department of Public Safety or the equivalent governmental agency of another state within the United States, provided that the governmental agency of another state within the United States requires proof of lawful presence in the United States as a condition of issuance of the driver's license or non-driver's identification card.
- ☐ A birth certificate indicating birth in the United States or one of its territories.
- ☐ Pertinent pages of a United States valid or expired passport identifying the person and the person's passport number or the person's United States passport.
- ☐ United States naturalization documents or the number of the certificate of naturalization.
- ☐ Other documents or methods of proof of United States citizenship issued by the federal government pursuant to the Immigration and Nationality Act of 1952, as amended.
- ☐ Bureau of Indian Affairs card number, tribal treaty card number, or tribal enrollment number.
- ☐ A consular report of birth abroad of a citizen of the United States of America.
- ☐ A certificate of citizenship issued by the United States Citizenship and Immigration Services.
- ☐ A certification of report of birth issued by the United States Department of State.
- ☐ An American Indian card, with KIC classification, issued by the United States Department of Homeland Security.
- ☐ Final adoption decree showing the person's name and United States birthplace.
- ☐ An official United States military record of service showing the applicant's place of birth in the United States.
- ☐ An extract from a United States hospital record of birth created at the time of the person's birth indicating the place of birth in the United States.
- ☐ AL-verify.
- ☐ A valid Uniformed Services Privileges and Identification Card.
- ☐ Any other form of identification that the Alabama Department of Revenue authorizes, through an administrative rule promulgated pursuant to the Alabama Administrative Procedure Act, to be used to demonstrate or confirm a person's United States citizenship or lawful presence in the United States, provided that the identification requires proof of lawful presence in the United States as a condition of issuance.

CITIZENSHIP DECLARATION

*Under penalty of perjury, I, _____, (print name of undersigned)
the undersigned do hereby declare that I am a citizen of the United States of America.*

Date _____

Declarant's Signature

For Official Use Only

FORM B

Presumptive alien status confirmed by _____ **Date** _____

SAVE Verification received by _____ **Date** _____

Verification, Demonstration and Declaration of Lawfully Present Alien

- A. **SAVE Verification.** In order for an individual, including an individual who is a sole proprietor or a partner in a partnership, who is a lawfully present alien to conduct a public records transaction with the Town of Grant, Alabama, he/she must be verified, using the Systematic Alien Verification of Entitlement (SAVE) Program, **to confirm** that such alien is lawfully present in the United States.

In order to obtain such verification, each such alien must provide: (1) **his or her Alien Registration Number**, which is as follows: _____; and (2) a **copy of non-citizen immigration documents**.

- B. **Presumptive Lawful Presence.** In order for an individual, including an individual who is a sole proprietor or a partner in a partnership, who is a lawfully present alien to conduct a public records transaction on a temporary basis pending final verification, each such alien must declare that he or she is a lawfully present alien, by executing the declaration at the bottom of this form, and must demonstrate presumptive lawful presence, by presenting a legible copy of the following items.

Note: if the presented item does not show the person's current legal name, please also provide a copy of supporting document to verify the legal name change.

Please check which of the listed items has been provided.

- ☐ **A valid, unexpired Alabama driver's license.**
- ☐ **A valid, unexpired Alabama non-driver identification card.**
- ☐ **A valid tribal enrollment card or other form of tribal identification** (bearing a photograph or other biometric identifier).
- ☐ **Any valid United States federal or state government issued identification document** (bearing a photograph or other biometric identifier, if issued by an entity that requires proof of lawful presence in the United States before issuance).
- ☐ **A foreign passport with an unexpired United States Visa and a corresponding stamp or notation** (by the United States Department of Homeland Security indicating the bearer's admission to the United States).
- ☐ **A foreign passport issued by a visa waiver country** (with the corresponding entry stamp and unexpired duration of stay annotation or an I-94W form by the United States Department of Homeland Security indicating the bearer's admission to the United States).

DECLARATION OF LAWFULLY PRESENT ALIEN

*Under penalty of perjury, I, _____, (print name of undersigned)
the undersigned do hereby declare that I am a lawfully present alien of the United States of America.*

Date _____

Declarant's Signature