

CITY OF HOMEWOOD, ALABAMA ♦ APPLICATION FOR BUSINESS LICENSE & TAXES

A Business License must be obtained and zoning approved before engaging in any business or having an office of any kind in The City of Homewood

Please Print or Type

Complete and Mail/Hand Deliver Original
CITY OF HOMEWOOD
City Clerk's Office/Business License Division
P.O. Box 59666 ♦ Homewood, AL 35259
www.homewoodal.net
License/Tax Clerk: (205) 332-6111 or (205) 332-6100

Applicant Complete This Box
FEIN: _____
State of AL Tax ID#: _____
Form of Ownership (check one)
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation
<input type="checkbox"/> LLC <input type="checkbox"/> Prof. Assoc. <input type="checkbox"/> Other _____

Application Type: (check one) New Owner Change Name Change Location Change

Legal Business Name: _____

Trade Name: (If different from above) _____

Business Activities: (Brief description- Construction, Professional Services, Retail, Restaurant, etc.) _____

Delivery by: Common Carrier Company Vehicle

Estimated Annual Gross Receipts: _____ for calendar year: _____

of Employees in Homewood: Full-Time _____ Part-Time _____

Estimated Annual Payroll in Homewood ONLY: _____ for calendar year: _____

Date business began in Homewood: _____

Physical Address: _____
Street City State Zip

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

Telephone: _____
Business Home Cell Fax

Contact Person: _____
Full Name Phone E-mail

If there is to be any limitation to the liability and responsibility for any officer, partner, or individual of this Business for license fees, taxes, or any liability accruing to the City of Homewood, then please give the full name and address of that person and the reason for the limitation of liability and responsibility:

GIVE INFORMATION BELOW, WHERE APPLICABLE: (Current Copies REQUIRED)

Jefferson County Health Food Permit #: _____

State of AL Elec Master Card #: _____

State of AL Home Builder Cert #: _____

(Residential)

State of AL HVAC Master Card #: _____

State of AL Plumber Master Card #: _____

State of AL General Contractor #: _____

(Commercial)

(OVER)

COMPLETE THE SECTION THAT APPLIES TO THE TYPE OF ORGANIZATION OF YOUR BUSINESS

CORPORATION (Attach additional sheet if necessary)

NAME/ADDRESS OF ALL OFFICERS OF CORPORATION	TITLE	PHONE NUMBER

PARTNERSHIP OR LLC (Attach additional sheet if necessary)

NAME/ADDRESS OF ALL PARTNERS	TITLE	PHONE NO.	SSN OR FEIN

SOLE PROPRIETOR

NAME/ADDRESS OF OWNER	TITLE	PHONE NO.	SSN

The person(s) executing this Business License Application must designate the capacity in which this application is accomplished; this is, "Owner", "General Partner", "Limited Partner", "President", or "Secretary-Treasurer". A business entity other than a sole proprietorship must be signed for in other than an individual capacity. The person(s) executing this Application further acknowledge the legal responsibility to promptly notify the City of Homewood upon the modification of or the need to add to any of the foregoing information.

I CERTIFY THAT ALL INFORMATION AND STATEMENTS HEREIN ARE TRUE AND CORRECT:

Signature: _____

Date: _____

Print Name: _____

Title: _____

THIS AREA FOR MUNICIPAL USE ONLY			
Account ID# _____	Physical Location: <input type="checkbox"/> City <input type="checkbox"/> Outside City		
Zoning Classification _____	Authorized By: _____	Building Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
		Fire Code: <input type="checkbox"/> Approved	
Certification Requirements: <input type="checkbox"/> Liq Bond <input type="checkbox"/> Elec/Plumb Bond <input type="checkbox"/> Master Card <input type="checkbox"/> GC/HB <input type="checkbox"/> MD			
Business Type: <input type="checkbox"/> Retail/Wholesale <input type="checkbox"/> Contractor <input type="checkbox"/> Service <input type="checkbox"/> Professional <input type="checkbox"/> Rental <input type="checkbox"/> SpecialtyTrade			
<input type="checkbox"/> Elec/Plumb <input type="checkbox"/> Other			
Sales Tax: Y / N	Lease/Rental Tax: Y / N	Lodging Tax: Y / N	Alcohol Tax: Y / N

CITY OF HOMEWOOD, 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 and B)
- Partnership (each partner to complete Form A and 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

Type of Public Records Transaction Applied For (check one):

- Business License
- Demolition Bond

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 City of Homewood, 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 City of Homewood, 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