

City of Chelsea (9158) -2008 Business License Renewal

RDS/AlaTax - as administering agent
PO Box 830725
Birmingham, AL 35283

For Assistance Call (800) 556-7274 Option 1 then 6 then 1

Dear Sir or Madam:

On the reverse side of this letter you will find an application to renew your business license. Your application is based upon the previous year's license issued. If there are any additions, subtractions, or discrepancies regarding the schedules noted or amount due, please see a full listing on our website at www.alatax.com, or call our Business License Department at (800) 556-7274 select option 1 then 6 then 1.

If your fee is based upon the amount of capital invested or value of goods, stocks, furniture and fixtures or amount of sales or receipts as required for disclosure in order to obtain a business license, you must calculate and pay the additional license fee. Your application will not be accepted if you fail to do so and may result in additional penalties and interest.

Each person, firm, company, association, agency, corporation or other legal entity engaged in business shall obtain and pay for a business license.

RDS/AlaTax is the administering agent for your municipality's business license.

Insurance Companies: Are due to pay their premium tax on January 1, or within sixty days thereafter, of each year, and if not paid by this date are subject to penalties and interest as per city ordinance.

Contractors: Home Builders-Please include a copy of your State of Alabama Home Builder Licensure Card.
Plumbers/Gas Fitters-Please include a copy of your State of Alabama Master Plumber/Gas Fitter Card.
HVAC-Please include a copy of your State of Alabama Mechanical Contractors Card.
Electrical Contractors-Please include a copy of your State of Alabama Master Card.

Beer, Wine or Alcohol Licenses Where Applicable: If you are purchasing this type of license please provide a copy of your current year ABC License.

Remit Payment: Make your check payable to Tax Trust Account and mail to RDS/AlaTax, Business License Department, PO Box 830725, Birmingham, AL 35283.

Definition of Gross Receipts: If the business has a physical location within the municipality, all gross receipts for that location are used, including receipts from sales outside the municipality or within its police jurisdiction. However, if there are also branches located outside the municipality, only the sales made into the municipality by those branches would be included. Only receipts derived from sales within ALABAMA are included; sales into other states cannot be included as this would violate the US Constitution's Commerce Clause.

City / Town Limits: Boundaries which outline a municipality and are incorporated.

***Police Jurisdiction:** The area outside the incorporated municipality limits. Businesses located in this area are subject to purchase a business license per the municipality's ordinance. Those businesses located in this area may receive, but are not limited to, police, fire, safety, water, sewer, public health, safety protection from the municipality.

Business closed or no longer doing business? If your business has been closed or you are no longer doing business in the municipality, please check the business closed box located on the application. You may either mail the application back or fax it to the attention of the Business License Department to (205) 423-4099.

Questions? All questions regarding the purchase of your business license or paperless filing should be directed to RDS/AlaTax at (800) 556-7274 select option 1 then 6 then 1.

**Paperless Filing Now Available
File Your Business License Tax Online**

www.alatax.com

**Select Taxpayer Services for Business License Online Filing
Voluntary - Easy to Use – Step by Step**