



CITY OF COLLEGE PARK

P.O. Box 87137

College Park, GA 30337

Phone (404) 767-1537 ext. 1006

RE: Grace Period for Obtaining Occupation Tax License

To Whom it May Concern:

City of College Park Occupation Tax License is issued annually on a calendar year basis (January 1st through December 31st). Due to the structure of our Occupation Tax License renewal process it's impossible for our business clients to be issued an annual renewal by the December 31st expiration date. Our licensing process is based upon gross revenue generated during the prior tax year. The City extends a grace period of validity for the annual renewal occupation tax license expiration date to allow time for taxes to be calculated.

All business licenses issued by the City of College Park are valid through March 31st of the following year of issuance. Should you have any additional questions regarding this matter, please don't hesitate to contact our office.

Belinda J. Wilder
Occupation Tax Clerk
City of College Park
(404) 767-1537 ext. 1006
bwilder@collegetparkga.com