City of Johns Creek
Revenue
11360 Lakefield Drive
Johns Creek, Georgia 30097
(678) 512-3242
www.johnscreekga.gov

Change of Address for Occupation Tax Certificate

(Please select one of the following)

☐ Change/Move of Business to Commercial Address - $30.00 *(Zoning Verification Fee)*
(Make checks payable to the City of Johns Creek)

☐ Change/Move of Business to Residential Address - $0.00 *(Initial Acknowledgement below)*

Business Name & Contact Information	***Control Number:***	***License Number:***

Business Name/DBA	Business Telephone

Previous Location Address	Suite/ Unit	City	State	Zip Code

New Address & Contact Information (Provide Signed Lease With Change of Address Form)

Business Telephone	Industry Description – *brief description of primary business activity*

New Location Address	Suite/ Unit	City	State	Zip Code

Commercial Lease Information

Term of Lease(Years): _____ Total Sq. Footage: _____ Starting Monthly Lease Amt: _____

Lease Start Date: _____ Lease End Date: _____ Date Signed : _____

Mailing Address	Suite/ Unit	City	State	Zip Code

Residential Address Acknowledgement: As an applicant for a home-based occupation tax certificate, I have received a copy of Article 4.12 of the City of Johns Creek Zoning Ordinance entitled "Home Occupation." I have read and understand these provisions and understand I must comply with this section and all sections of the Johns Creek Zoning Ordinance and all other codes and ordinances as established by Mayor and City Council. I understand that failure to adhere to these regulations may result in revocation of the occupation tax certificate.
Initial: _____

By signing below, I hereby certify, under penalty of perjury, that statements made herein are to the best of my knowledge true and correct.

_____	_____	_____	_____
Signature of Applicant	Print Name of Applicant	Title	Date

REVENUE STAFF USE: Initials: _____ Amount Due: _____ Amount Paid: _____

Balance Due: _____ Receipt #: _____