

## Occupational Tax Team



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## CHATHAM COUNTY

DEPARTMENT OF BUILDING SAFETY  
AND REGULATORY SERVICES

P.O. Box 8161

Savannah, GA 31412-8161

912-201-4300 | Fax 912-201-4301

<http://buildingsafety.chathamcounty.org>

DEPARTMENT OF  
BUILDING SAFETY  
AND REGULATORY  
SERVICES

## Occupational Tax



Alcoholic Beverage  
License Information

“TEAM BUILDING SAFETY”

1117 Eisenhower Drive, Suite D  
Savannah, GA 31406

## Guideline for Fees

APPLICATION FEE	\$25.00
AD FEE	\$15.00
TRANSFER FEE	\$25.00
LICENSE FEES	(SEE BELOW)
BUSINESS NAME CHANGE	\$25.00 (SAME OWNERSHIP)

	YEARLY	RETAIL ½ YEAR RATE	50% LATE PENALTY
BEER	\$ 580.00	\$ 348.00	\$ 290.00
WINE	\$ 140.00	\$ 84.00	\$ 70.00
LIQUOR	\$2,355.00	\$1,413.00	\$1,177.50
	<b>\$3,075.00</b>	<b>\$1,845.00</b>	<b>\$1,537.50</b>

FIFTY PERCENT (50%) LATE PENALTY EFFECTIVE FEBRUARY 1ST PURSUANT TO CHATHAM COUNTY CODE SECTION 17-105, 1. ONE-HALF (½) YEAR RATE (NEW BUSINESS ONLY) BEGINS JULY 1ST @ 60% OF REGULAR RATE PURSUANT TO CHATHAM COUNTY CODE SECTION 17-106, 9.

### POURING & PACKAGE SHOPS SAME AS RETAIL FEES (ABOVE)

### PACKAGE/POURING DIFFERENTIAL

PACKAGE STORE & ESTABLISHMENT SELLING BY THE DRINK UNDER ONE ROOF:	\$3,465.00
OTHERWISE LICENSE FEE FOR EACH:	\$2,355.00

### WHOLESALE

BEER	\$1,155.00
WINE	\$ 580.00
LIQUOR	\$4,620.00

(NO REDUCTION IN ANNUAL FEE FOR WHOLESALERS)

### SUNDAY SALES

APPLICATION FEE:	\$ 25.00	(NON-REFUNDABLE)
SUNDAY SALES LICENSE FEE:	\$ 165.00	(REFUNDABLE IF NOT APPROVED)

**Checks, cash or money orders accepted. Checks payable to Chatham County. Cashier closes at 4pm.**

### Hours of Sale Allowed for Alcoholic Beverages:

Retail Establishments: Mon-Sat 9-2am, Sun 9am-2:55am  
Retail Package: Mon-Sat 9-2am, Sun 12:30pm-11:30pm

## New License Procedures

1. Applicants must have a Business Tax Certificate to obtain an Alcohol License.

2. All applications must be fully completed and returned with supporting documents; **Incomplete Applications Will Not be Accepted.**

3. All applicants must be fingerprinted at the SCMPD Forensic Unit located on 295 Police Memorial Drive off Chatham Parkway **between 1:30pm and 4:30pm Tuesdays and Thursdays only** (912-652-6643).

4. The following items must be submitted to the Occupational Tax Division located at 1117 Eisenhower Dr., Suite D, Savannah GA 31406:

- Completed & notarized application (Notary available, no fee)
- SCMPD Fingerprint Notification Card
- Copy of Driver's License or State ID
- Sunday Sales require a separate Affidavit Application
- Affidavit Verifying Status
- Private Employer Affidavit
- All applicable fees (see Guideline)

5. Subject to all necessary approvals by Zoning, Fire Inspector and Police Chief. Once approval is granted, an ad will be placed by staff in the Savannah News.

6. You will then receive written notification for a date to appear at the County Commission Board for final approval.

7. Applications take up to **45 days** for approval.

8. Once local license is obtained, you must contact GA Dept of Revenue at 912-356-2140 or online at <https://etax.dor.ga.gov> to obtain State Alcohol License.

## License Renewal

- Renewal Notices are mailed by the 2<sup>nd</sup> week in November.
- **ALL** Alcohol Licenses expire on 31 December each year.
- Must be paid by **31 January** before **50% late penalty fee** is incurred
- Failure to renew shall be subject to subpoena to the Chatham County Recorder's Court for violation.

## License Transfer

- Alcoholic Beverage license can be transferred by the current owner if licensed within the current year.
- New applicant must apply following new license procedures and pay transfer fees (see Guideline).

## Sunday Sales

**In conjunction with Alcoholic Beverage License**

- Sunday Sales (**Retail Package**) allowed upon approved application between the hours of 12:30pm and 11:30pm (see fees)
- Sale of alcoholic beverages for consumption on the premises in **Eating Establishments** or **Inns** between the hours of 12:30 pm and 12:00 am upon approved application and signed affidavit
- **Affidavit states eating establishment must derive at least 50% of its gross annual food and beverage sales in selling prepared meals or food and must have a fully equipped commercial kitchen. NO EXCEPTIONS**

## Chatham County Department of Building Safety and Regulatory Services Mission Statement:

***"To safeguard the general welfare of the citizens of Chatham County through the timely issuance of permits, inspections, tax certificates and animal tags; and the professional administration of State and County laws and ordinances."***