



Case Number _____

BUSINESS NAME _____

Home Occupation Business License Checklist	
√	
	Business License Application <i>(include email address)</i>
	Affidavit Verifying Status <i>(Federal Immigration and Nationality Act form) (O.C.G.A. 50-36-1e (2))</i>
	E-Verify Exemption <i>(Private Employer Exemption Affidavit for 10 or fewer employees)</i>
	Verification of Zoning, unincorporated county
	NAICS Code #
	Proof of occupancy:
	▪ Signed lease agreement with applicant's name
	▪ Signed & notarized letter from property owner
	▪ Tax records showing ownership
	▪ Purchase agreement of home ownership
	Georgia's driver's license or Georgia I.D. <i>(Applicant must be a minimum of 18 years of age)</i>
	Secretary of State/Articles of Incorporation
	License Fee \$
	Customary Home Occupation Agreement-3 pages <i>(Includes Home Occupation questionnaire & Home Occupation Affidavit)</i>
	Other documents <i>(i.e. state licensure, health department certificate, letters etc. as required)</i>