



City of Lilburn, Georgia - Notice of Business Closure

The Business Services Department undertakes the administration of business licensing within Lilburn city limits. Complete this form and return it to the City of Lilburn by one of the following methods:

- **Mail:** Business Services Department, City of Lilburn, 340 Main Street, Lilburn, GA 30047.
- **Hand Delivery:** First Floor, 340 Main St, Lilburn, GA 30047. Open Monday-Friday from 8:30 AM - 5 PM (except US holidays).
- **Email:** bservices@cityoflilburn.com.

For Further Business Information visit our website at www.cityoflilburn.com or call 770-921-2210.

PLEASE USE THIS FORM IF THE BUSINESS HAS BEEN SOLD AND THE NEW OWNER(S) WILL CONTINUE USE OF THE LICENSED BUSINESS NAME. THE NEW OWNER MUST ALSO SUBMIT A NEW BUSINESS LICENSE APPLICATION.

THE BUSINESS OWNER MUST ALSO SUBMIT A NOTICE OF BUSINESS CLOSURE TO THE GWINNETT COUNTY TAX COMMISSIONER'S OFFICE. ADDRESS: 75 LANGLEY DR, LAWRENCEVILLE GA 30046 PHONE NUMBER: 770-822-7200

Print all information below legibly in dark ink:

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1. **Occupational Tax Certificate Number and Year Issued:** _____
 2. **Business Name:** _____
 3. **Name of Owner:** _____
 4. **Business Location and Suite Number:** _____
 5. **Business Phone(s):** _____
 6. **Business Email Address:** _____
 7. **Date of Business Closure:** _____
 8. **Business Description:** _____

THIS STATEMENT MUST BE SIGNED BY THE OWNER(S) OR BY AN AUTHORIZED AGENT FOR THE BUSINESS.

I/we give notice that the business formerly conducted under the above business name has ceased as of the above-listed date. I/we will have the business closed with the Gwinnett County Tax Commissioner.

_____	_____	_____	_____
Owner/Authorized Agent	Signature	Date	Title

CURRENT CONTACT INFORMATION FOR OWNER/AUTHORIZED AGENT(S) LISTED ABOVE:

Mailing Address: _____

Street & Suite	City, State & Zip Code
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Contact Phone/Email Address: _____