

Jefferson County, Alabama Department of Revenue



JEFFERSON COUNTY BUSINESS LICENSE RENEWAL

Jefferson County Department of Revenue
P.O. Box 12207
Birmingham, AL 35202-2207

Suite A- 100 Courthouse Annex
716 Richard Arrington Jr. Blvd N.
Birmingham, AL 35203

Dear Chain Store Licensee:

Store licenses, including Chain Stores, as defined at §40-12-312 & §40-12-315 (Code of Alabama, 1975) require a full listing of each Store physically located in the State of Alabama. To lessen the processing time to issue a timely presented Chain Stores License billing statement, we encourage you to complete the form on the back of this cover letter (make copies as needed or attach a similar report). Return by email to JeffCoBusinessLicense@JCCAL.ORG, by mail to the P.O. Box address listed above, or hand-deliver to any location listed below.

Unfortunately, you cannot renew your chain store license online. We are working hard to add the chain store license to the online renewal process, and we promise to make every effort to get this done by next renewal season.

If you added or deleted stores in Alabama, returning this information before the last business day of September will improve our ability to update the Chain Store records and send a corrected billing statement to assist in meeting the October 31 deadline.

We have assigned the use of email address JeffCoBusinessLicense@JCCAL.ORG to the business community for questions and submission of .pdf format documents [include the business entity name and Jefferson County assigned 6-digit business number in the subject line].

In response to threats posed by bad actors and in compliance of §40-2A-10 those who rely on 3rd party vendors to report and remit any Jefferson County Department of Revenue liability, a Power of Attorney (POA) will authorize us to communicate with that vendor. A POA may be emailed to JeffCoBusinessLicense@JCCAL.ORG.

CONTACT NAME / TITLE

EMAIL ADDRESS

Mail, or email all forms and affidavits to:

DEPARTMENT OF REVENUE
P.O. Box 12207
BIRMINGHAM, AL 35202-2207

EMAIL: JEFFCOBUSINESSLICENSE@JCCAL.ORG
(ATTACHMENTS IN .pdf FORMAT)

All remittance instruments are **Payable To: Scott Moore, Director**.
Currently, we are unable to accept remittances electronically.

Send us an email or call (205) 325-5171 to address any questions – a member of the Business License team will support your compliance efforts.

Birmingham Courthouse
716 Richard Arrington Jr Blvd. N, Ste A100
Birmingham, AL 35203-0110
(205) 325-5171

Bessemer Courthouse
1801 3rd Avenue N, Rm 109
Bessemer, AL 35020
(205) 481-4110

Hoover Satellite
1901 Hoover Court
Hoover, AL 35226
(205) 497-8976

Center Point Satellite
2651 Center Point Pkwy
Birmingham, AL 35215
(205) 714-7175

Northern Satellite
651 Main Street
Gardendale, AL 35071
(205) 909-3610

Disclaimer - The issuance of a business license does not constitute acceptance or approval of the use of the above-named location as having complied with existing building codes, fire prevention code, city ordinance, or state law. A licensee shall remain fully liable and responsible for bringing the premises in conformity with all applicable City and State Codes.

LIST ALABAMA LOCATIONS

	LEGAL NAME OF STORE or COMPANY TO BE LICENSED	DOING BUSINESS AS NAME AND/OR STORE NUMBER	STREET ADDRESS / P.O. BOX	CITY, STATE ZIP+4
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