



CITY OF ATLANTA
DEPARTMENT OF FINANCE – OFFICE OF REVENUE
55 TRINITY AVENUE SW, SUITE 1350
ATLANTA, GA 30303
TELEPHONE: (404) 330-6627 FAX: (404) 658-7465
EMAIL: professionaltaxmail@atlantaga.gov

**PROFESSIONAL PRACTITIONER
REGISTRATION INFORMATION**

- Professionals are required to renew their Business Tax Certificate by January 1st and payment is due by April 1st, annually.
- A 10% failure to pay penalty will be assessed after April 1st on all renewals.
- New applicants must complete the attached form and return it with payment in the amount of \$400.00.
- **New applicants must attach a copy of their Georgia State License.**
- New applicants with **multiple years** will be assessed \$400.00 per year plus 10% penalty per year.
- If you have any questions please contact the Professional Accounting Technician at (404) 330-6627 or Customer Service at (404) 330-6270.
- Your correspondences can be forwarded to: professionaltaxmail@atlantaga.gov.

