



**VERNON BARNETT**  
Commissioner

# State of Alabama Department of Revenue

(www.revenue.alabama.gov)  
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Montgomery, Alabama 36132

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Deputy Commissioner  
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Deputy Commissioner

September 20, 2019

## **FALL 2019 BUSINESS LICENSE NEWSLETTER**

**THIS NEWSLETTER IS DESIGNED  
TO PROVIDE SOME UPDATES  
AND REQUIRED INFORMATION  
CONCERNING STATE/COUNTY  
BUSINESS PRIVILEGE LICENSES.**

### **DATA EXCHANGE PORTAL (DEP)**



ADOR has a secure web application called the ADOR Data Exchange Portal (DEP). This DEP is managed and maintained by the Computer Security Group within ADOR. It allows external users, employees, and/or external partners to exchange information with ADOR in a secure manner.

The DEP website is conveniently located at <https://ftp.revenue.alabama.gov>. The DEP is more secure since files and/or data are encrypted in transit and at rest. This DEP is fast and simple to use. Each user will have an account. When the user logs in, they will automatically “land” in their home default folder. The user will upload the file(s) and then log out when done. An email notification is sent to the user indicating that the transfer was successful.

Reminder notifications are sent to the **email address on file** when it is time to reset your password. Therefore, please keep your email address updated and check your email periodically for information on password changes. **SECURE SERVER PASSWORDS MUST BE UPDATED EVERY 60 DAYS OR YOU WILL BE LOCKED OUT OF THE WEBSITE.**

### **BUSINESS LICENSE REPORTS**



All business privilege license reports are required to be uploaded by the 20<sup>th</sup> of the month except for October, November and December reports, which are required to be uploaded by the 30<sup>th</sup> of the month.

Store/chain store reports must be balanced with the monies remitted and all pages must be included or our office will be unable to process your report(s).

Do not include extra zeros or a dash, ‘\_’, at the end of the zip code field when submitting your license information. The zeros and dash cause the information to shift into another field when the data is uploaded. Please contact your vendor for assistance in correcting this issue.

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## RESOURCES

Please refer to the privilege license handbook for clarification on licenses prior to contacting the Severance & License Section regarding what type licenses should be sold to a taxpayer; staff members have the same information that is available in the book. For your convenience, the privilege license handbook along with the quick reference guide are available on the Department's website for your use at <https://revenue.alabama.gov/business-license/business-licensing/>. **If a link to the handbook is shown on your county's webpage, please update the link to reflect the correct version.**

Atlas Alabama is a resource for entrepreneurs and small business owners in Alabama. For your convenience, the following link is on the Department's website: <https://atlasalabama.gov/>.

Please make sure the contact number and address shown on the Department's website are correct for your county. If any changes are required, contact our office. Here's the link for your convenience: <https://revenue.alabama.gov/business-license/business-licensing/county-probate-office-directory/>.

## CITATIONS

 All unpaid business license citations along with the transmittal should be forwarded to the Severance & License Section after thirty days for assessment.

The state citation fee is \$1.50 per citation.

## 2019-20 LICENSE YEAR PAPER



The color of the privilege license paper for 2019 – 2020 is **Peach #162**. If your county is currently printing its licenses on paper that you purchased rather than the paper supplied by the State Comptroller's office, please use this color for the new license year. **IF YOU DECIDE NOT TO USE THIS PAPER, PLEASE NOTIFY THE COMPTROLLER'S OFFICE AT 334-242-7070.**

The following names should be displayed on all business privilege licenses: **KATHLEEN D. BAXTER** as State Comptroller and **VERNON BARNETT** as Commissioner of Revenue.

## ACTS PASSED DURING 2019 LEGISLATIVE SESSION

Act 2019-409, the Alabama Bail Bond Regulatory Act, requires professional bondsmen and recovery agents to register with the Alabama Professional Bail Bonding Board and the Board will regulate the bondsmen.

Act 2019-233, the Stringer-Drummond Vaping Act, requires the Alcoholic Beverage Control Board to regulate the retail sales of alternative nicotine devices like sales of tobacco products.

## FREQUENT LICENSING REQUIREMENT QUESTIONS

**CBD OIL** – A Section 315 license is required if the product is being sold at the location.

**AIR BNBS** – A Section 115 is required if there are five or more bedrooms.

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**REVERSE VENDING MACHINES** - A Section 116 license is required.

**VAPE SHOP** - A Section 315 license is required. Contact the ABC Board for additional requirements.

## **OTHER LICENSES NOT ISSUED BY THE COUNTY**

Section 40-12-49 attorney license is collected by the State Bar Association (1-800-354-6154).

Section 40-12-52 automobile salesman license was ruled unconstitutional and is no longer issued.

## **FREQUENTLY CALLED NUMBERS**

	AGENCY	TELEPHONE #
Alabama Income Tax Refunds	ADOR/Income Tax Division	(855) 894-7391
Business Privilege Tax	ADOR/Income Tax Division	(334) 353-7923
Car dealers, tent sales	ADOR/Motor Vehicle Division	(334) 353-0477
Cosmetology	Cosmetology & Barbering Board	(334) 242-1918
Contractors	General Contractor's Board	(334) 272-5030
Driver's licenses	Alabama Law Enforcement Agency	(334) 242-4400
Home builders	Home Builder's Board	(334) 242-2230
FEINs/taxpayer identification	Internal Revenue Service	(800) 829-1040
Pardons / paroles	Pardons & Parole Board	(334) 242-8700
Registering LLC or Corp	Alabama Secretary of State	(334)242-7200

## **REPEALED LICENSES**



Per Act 2015-70, the following code sections were repealed and **should no longer be sold**. However, some counties have continued to issue these licenses, resulting in refunds due to the taxpayers.

- 40-12-76 Coal and coke dealers maintaining yard
- 40-12-77 Coal and coke dealers not maintaining yard
- 40-12-85 Cotton buyers
- 40-12-86 Cotton compresses
- 40-12-95 Devices for testing skill/strength
- 40-12-109 Hat cleaning establishments
- 40-12-119 Legerdemain and sleight of hand
- 40-12-120 Lightning rods
- 40-12-132 Moving picture shows; Transient
- 40-12-142 Pig iron storage operators
- 40-12-164 Supply cars
- 40-12-170 Trading stamps
- 40-12-173 Theatrical and vaudeville shows
- 40-12-175 Turpentine and resin

## **CONTACT US**

Please make sure that you are using our correct mailing address when sending information to our office:

**Business & License Tax Division**  
Severance & License Section  
P. O. Box 327550  
Montgomery, AL 36132-7550

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## BEST SEMINARS



ADOR provides business seminars for new and existing business owners called **Business Essentials for State Taxpayers (B.E.S.T.)**. The B.E.S.T. seminars, hosted by local ADOR representatives, provide new and existing business taxpayers with a brief but comprehensive overview of Alabama's business taxes, tax obligations, the forms required, as well as information on electronic filing and other requirements. In addition, B.E.S.T. seminar attendees receive handouts and a comprehensive booklet that outlines the various taxes and includes important and useful ADOR phone numbers and website addresses. Below is a schedule of upcoming sessions. **PLEASE SHARE THIS INFORMATION WITH TAXPAYERS.** See ADOR's website for updates.

<p><b><u>Auburn /Opelika (10:00 AM)</u></b>                      CASIC Building, Room 301, 559 Devall Drive,                      Auburn, AL 36830</p> <p>Thursday, December 12, 2019</p>	<p><b><u>Jefferson/Shelby (10:00 AM)</u></b>                      Jefferson/Shelby County TPSC, 2020 Valleydale                      Road, Suite 208, Hoover, AL 35244</p> <p>Tuesday, December 10, 2019</p>
<p><b><u>Dothan (11:00 AM)</u></b>                      Dothan Area Chamber of Commerce, 102                      Jamestown Blvd, Dothan, AL 36302</p> <p>Thursday, December 5, 2019</p>	<p><b><u>Gadsden (10:00 AM and 2:00 PM)</u></b>                      Gadsden TPSC, 701 Forrest Ave., Gadsden, AL                      35901</p> <p>Tuesday, November 12, 2019</p>
<p><b><u>Huntsville (9:00 AM and 1:00 PM)</u></b>                      Huntsville TPSC, 4920 Corporate Drive, Suite H,                      Huntsville, AL 35805</p> <p>Tuesday, October 8, 2019</p>	<p><b><u>Mobile (10:00 AM and 2:00 PM)</u></b>                      Mobile TPSC, Bel Air Tower, 851 E. I-65 Service                      Road South, Mobile, AL 36606</p> <p>Thursday, October 10, 2019</p>
<p><b><u>Montgomery (11:00 AM)</u></b>                      Montgomery TPSC, 2545 Taylor Road, Montgomery,                      AL 36117</p> <p>Thursday, October 17, 2019</p>	<p><b><u>Shoals (10:00 AM)</u></b>                      Shoals Chamber of Commerce, 20 Hightower Place,                      Florence, AL 35630</p> <p>Tuesday, November 5, 2019</p>
<p><b><u>Tuscaloosa (10:00 AM)</u></b>                      Tuscaloosa TPSC, 1434 22nd Avenue, Tuscaloosa, AL                      35401</p> <p>Thursday, November 14, 2019</p>	