

City of Orange Beach

Requirements and Information for New Businesses

To obtain a business license in the City of Orange Beach, you must complete the applicable business license applications and return it to the Finance Department along with supporting documentation (i.e., Health Department Certificate, Contractor Certification, etc.). Please allow the City adequate time to review and approve your application. We recommend at least 7-10 working days. After the application is approved, you will be contacted to submit payment for your business license. Please obtain this license prior to opening your business to avoid penalties.

	Sales	Use	Lease	Lodging
State of Alabama	4%	4%	4%	4%
Baldwin County	3%	3%	4%	2%
<u>City of Orange Beach</u>	<u>3%</u>	<u>3%</u>	<u>3%</u>	<u>5%</u>
Total Taxes	10%	10%	11%	11%

*The City tax rate for businesses located in the Police Jurisdiction is half of the normal City rate.

Alcoholic Beverages License – (251.947.2971) ABC Board hours: Monday – Friday 8 a.m. – 12, 1 – 5 p.m. Paperwork from the State must be completed before applying for your City Business License. All liquor licenses must be approved by the City Council in a public meeting.

Health/Food Permit – Baldwin County Health Department (251.947.3618) A copy of the food permit is required before the issuance of a restaurant business license.

State Tax Information – Alabama Department of Revenue (334.242.1490) Online registration is available at <http://www.revenue.alabama.gov/salestax/register.html>. Filing instructions for City/County taxes via the State website are available at <http://revenue.alabama.gov/salestax/online/NSAsetup.htm>.

County Tax Information – Baldwin County Sales & Use Tax Department (251.972.6829) or www.co.baldwin.al.us

City Tax Information – City of Orange Beach Finance Department (251.981.6096). E-File is available via the State website. Paper forms may be obtained in our office or on our website at http://www.cityoforangebeach.com/pages_2011/finance_taxes.php

ALL TAX RETURNS MUST BE FILED BY THE 20TH OF THE MONTH FOLLOWING THE PERIOD IN WHICH THE REVENUE WAS EARNED (ex. Revenue earned May 1-31, return will be due June 20th)