

**City of Orange Beach**  
REQUIREMENTS and INFORMATION FOR NEW BUSINESSES  
**Finance Department ♦ P.O. Box 1159 ♦ Orange Beach, AL 36561**  
**(251) 981- 6096 ♦ Fax (251) 981-2551**

**City Business License**

To obtain a Business License in the City of Orange Beach, the attached application must be completed and receive approval from the following departments:

Community Development	Fire Department
Finance Department	Police Department

Please allow the City adequate time to review and approve your application; we recommend at least five working days. After the application approval, you will need to purchase a business license in the Finance Department *prior to opening your business*. Community Development will issue a Certificate of Occupancy to all newly constructed buildings.

**Sales Tax Information**

4 %	State of Alabama – See State for tax forms
2 %	Baldwin County – See County for tax forms
<u>2 %</u>	City of Orange Beach – Tax forms will be furnished by the City
8 %	Total Taxes

**Lodging Tax Informaion**

4 %	State of Alabama – See State for tax forms
2 %	Baldwin County – See County for tax forms
<u>5 %</u>	City of Orange Beach – Tax forms will be furnished by the City
11 %	Total Taxes

**General Information**

ALCHOLIC BEVERAGES LICENSE – (251) 947-2971 ABC Board, hours Monday – Thursday 8-12. Paperwork from the state *must* be complete before applying for your City Business License. All liquor licenses must be approved at a City Council meeting.

EMPLOYEE ID NUMBER – IRS Government form SS-4 (800) 829-3676/Fax (215) 516-3990

HEALTH/FOOD PERMIT – (251) 947- 3618 a copy of the food permit is *required* before the opening of a restaurant is permitted.

STATE TAX FORMS – Alabama Department of Revenue P.O. Box 831199 Birmingham, Al 35283-1199 (334) 242-1490 [www.ador.state.al.us](http://www.ador.state.al.us)

COUNTY TAX FORMS - Baldwin County Sales & Use Tax Department P.O. Box 369 Foley, AL 36535 (251) 972-6829/Fax (251) 972-6884 [www.co.baldwin.al.us](http://www.co.baldwin.al.us)

SEWER SERVICE – City of Orange Beach Finance Department (251) 981-6096

WATER SERVICE – Orange Beach Water Authority (251) 981-4233

GARBAGE SERVICE – BFI (800) 752-4092 x 201, Waste Management (251) 968-7137, or Sunbelt Environmental (251) 968-7455