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MEMORANDUM

DATE: September 2022
TO: City of Hinesville Alcoholic Beverage Dealers
FROM: Business License Office
RE: Commercial Location with Alcohol Business License Renewal – Year 2023

City of Hinesville Business Licenses will expire **December 31, 2022**. Local Alcohol Beverage Business Licenses must be renewed and approved by Mayor and Council. Required documentation must be received by **December 2, 2022**. Businesses without current City and State licenses will not be allowed to sell alcohol after **December 31, 2022**.

In addition, business license renewals will not be issued to licensee's delinquent in paying the personal property ad valorem tax. Please contact **Liberty County Tax Assessor Office at 912-876-2823** about filing a return and/or payment arrangement.

Please see City Code Section 9-31 for more information.

Due to the enactment of new State Laws, local governments are required to obtain certain documents and information prior to the issuance or renewal of any license/authorization required to operate a business (i.e. state license-alcohol, tobacco, etc.). When applying for the state alcohol license, please be sure to select **File Local Renewal**. Additional paperwork is not required for submittal.

Please see City Code Section 15-70(e) for more information.

Forms required for alcohol business license renewals are included on the Business License webpage. Form descriptions can be acquired by selecting the Application Procedures link located on the Business License webpage. Forms must be completed in its entirety and returned to the Business License Office located at 115 East M.L. King, Jr. Drive Hinesville, GA 31313.

All fees must be paid in full. Failure to complete and sign all forms properly or provide total payment will result in application denial.

If you have any questions, please contact Deridra Weeks in the Business License Department at 912-876-3564.

PLEASE NOTE: PAYMENT WILL NOT BE PROCESSED UNTIL ALL SUPPORTING DOCUMENTS ARE RECEIVED.

"Home for a Day or a Lifetime"

115 East M.L. King Jr. Drive, Hinesville, GA 31313 (912) 876-3564

www.cityofhinesville.org