

**ATHENS-CLARKE COUNTY**  
375 Satula Avenue – Athens, GA 30601 (706) 613-3050  
**REGULATORY FEE FOR TRADE AND MERCHANDISE SHOWS**

Date(s) of Event \_\_\_\_\_

Type of Registration (circle one)                      promoter                      operator

Company Name & Mailing Address:

Location of Trade or Merchandise Show:

--	--

Contact Person's Name & Telephone Number \_\_\_\_\_

\_\_\_\_\_

Federal Tax I.D. Number or Social Security Number: \_\_\_\_\_

State Sales Tax Number \_\_\_\_\_

Business Telephone/Fax Number \_\_\_\_\_

Business E-Mail \_\_\_\_\_

Owner or Officer Information:

Name/Title \_\_\_\_\_ Name /Title \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_ Telephone \_\_\_\_\_

Description of Trade or Merchandise Show: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List each exhibitor on attached sheet:

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**ATHENS-CLARKE COUNTY**  
375 Satula Avenue Athens, GA 30601 (706) 613-3050  
**REGULATORY FEE FOR TRADE AND MERCHANDISE SHOWS**

**LIST EACH EXHIBITOR (attach duplicate sheets as necessary)**

**Business Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ Type of Ownership \_\_\_\_\_

GA Sales Tax # \_\_\_\_\_ FEI or Social Security # \_\_\_\_\_

**Business Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ Type of Ownership \_\_\_\_\_

GA Sales Tax # \_\_\_\_\_ FEI or Social Security # \_\_\_\_\_

**Business Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ Type of Ownership \_\_\_\_\_

GA Sales Tax # \_\_\_\_\_ FEI or Social Security # \_\_\_\_\_

**Business Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ Type of Ownership \_\_\_\_\_

GA Sales Tax # \_\_\_\_\_ FEI or Social Security # \_\_\_\_\_

***Affidavit Verifying Status for Public Benefit-Required by the Georgia Security and Immigration Compliance Act  
SAVE AFFIDAVIT***

By executing this affidavit under oath, as an applicant for an Athens-Clarke County business occupation tax certificate, alcohol license, taxi permit or other public benefit as referenced in the Georgia Security and Immigration Compliance Act (O.C.G.A. § 50-36-1), the undersigned applicant representing \_\_\_\_\_ (name of business), verifies one of the following with respect to my application for a public benefit.

- \_\_\_\_\_ (1) **I am a United States citizen**  
(Document example: Driver's License, US Passport, US Military Card, etc.)
- \_\_\_\_\_ (2) **I am a legal permanent resident of the United States**  
(Document example: I-551 Permanent Resident Card, Certificate of Citizenship, etc.)
- \_\_\_\_\_ (3) **I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.**

**My alien number issued by the Department of Homeland Security or other federal immigration agency (is: \_\_\_\_\_**  
(document example: Temporary Resident Card; Employment Authorization Card, etc.)

**The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e) (1), with this affidavit.**

The secure and verifiable document provided with this affidavit can best be classified as:

---

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in \_\_\_\_\_ (city) \_\_\_\_\_ (state)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

PLEASE COMPLETE THIS AFFIDAVIT AND SUBMIT A COPY OF THE IDENTIFICATION DOCUMENT (front and back) FROM THE LIST ON THE BACK OF THIS FORM. **PRESENT IN PERSON** AT 375 SATULA AVENUE **OR E-MAIL** TO [ACCBusinessTaxandLicenses@accgov.com](mailto:ACCBusinessTaxandLicenses@accgov.com)  
REFERENCE YOUR CUSTOMER NUMBER IN THE SUBJECT LINE OF YOUR E-MAIL

***THIS AFFIDAVIT CANNOT BE NOTARIZED BY THE BUSINESS TAX OFFICE***

## Secure and Verifiable Documents Under O.C.G.A. § 50-36-2

Issued July 10, 2013 by the Office of the Attorney General, Georgia

The Illegal Immigration Reform and Enforcement Act of 2011 (“IIREA”), as amended by Senate Bill 160, signed into law as Act No. 27, (2013), provides that “[n]ot later than August 1, 2011, the Attorney General shall provide and make public on the Department of Law’s website a list of acceptable secure and verifiable documents. The list shall be reviewed and updated annually by the Attorney General.” O.C.G.A. § 50-36-2(g). The Attorney General may modify this list on a more frequent basis, if necessary.

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- **An unexpired United States passport or passport card** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired United States military identification card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- **An unexpired driver’s license issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- **An unexpired tribal identification card of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be found at: <http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm>** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired United States Permanent Resident Card or Alien Registration Receipt Card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- **An unexpired Employment Authorization Document that contains a photograph of the bearer** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired passport issued by a foreign government, provided that such passport is accompanied by a United States Department of Homeland Security (“DHS”) Form I-94, DHS Form I-94A, DHS Form I-94W, or other federal form specifying an individual’s lawful immigration status or other proof of lawful presence under federal immigration law [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2] *Senate Bill 160 (Act No. 27), effective July 1, 2013, limited the use of passports issued by foreign nations to satisfy the requirements for submission of secure and verifiable documents to only those passports submitted in conjunction with a United States Department of Homeland Security (“DHS”) Form I-94, DHS Form I-94A, DHS Form I-94W, or other federal form specifying an individual’s lawful immigration status or other proof of lawful presence under federal immigration law*
- **An unexpired Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired Free and Secure Trade (FAST) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- **An unexpired NEXUS card** [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- An unexpired Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- **An unexpired driver’s license issued by a Canadian government authority** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- **A Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-550 or Form N-570)** [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- Certification of Report of Birth issued by the United States Department of State (FormDS-1350) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- **Certification of Birth Abroad issued by the United States Department of State (FormFS-545)** [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- 1 Senate Bill 160 (Act No. 27), effective July 1, 2013, limited the use of passports issued by foreign nations to satisfy the requirements for submission of secure and verifiable documents to only those passports submitted in conjunction with a United States Department of Homeland Security (“DHS”) Form I-94, DHS Form I-94A, DHS Form I-94W, or other federal form specifying an individual’s lawful immigration status or other proof of lawful presence under federal immigration law.*
- Consular Report of Birth Abroad issued by the United States Department of State (FormFS-240) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- **An original or certified copy of a birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal** [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- In addition to the documents listed herein, if, in administering a public benefit or program, an agency is required by federal law to accept a document or other form of identification for proof of or documentation of identity, that document or other form of identification will be deemed a secure and verifiable document solely for that particular program or administration of that particular public benefit. [O.C.G.A. § 50-36-2(c)]

***E-VERIFY AFFIDAVIT*****For Employers with 10 or fewer employees****Private Employer Exemption Affidavit Pursuant To O.C.G.A. § 36-60-6(d)**

By executing this affidavit, the undersigned private employer verifies that it is exempt from compliance with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm, or corporation employs ten (10) or fewer employees and is not required to register with and/or utilize the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6.

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_, 20\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Printed Name of Exempt Private Employer

\_\_\_\_\_  
Signature of Exempt Private Employer or Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Person Executing Affidavit

\_\_\_\_\_

**For Employers with more than 10 employees****Private Employer Affidavit of Compliance Pursuant To O.C.G.A. § 36-60-6(d)**

By executing this affidavit, the undersigned private employer verifies its compliance with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm or corporation has registered with and utilizes the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6. Furthermore, the undersigned private employer hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Private Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_, 20\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

\_\_\_\_\_

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

Please have this form notarized prior to submitting it to Athens-Clarke County Finance Department.

**Athens-Clarke County employees cannot notarize this form**

### **Sec. 6-1-3.1. - Regulatory fees for trade and merchandise shows.**

- (a) Promoters or operators of trade or merchandise shows shall pay a regulatory fee of \$205.00 for each such event .
- (b) A trade or merchandise show is an event at a fixed location for no more than 15 days at which the public or at least 50 named persons are invited to attend for the purpose of examining wares, products, or technologies, whether or not such wares, products or technologies are offered for sale at wholesale or retail to the invitees. Such events shall include, but are not limited to, shows at which retailers exhibit products for a specialized market (collectors, automobile shows, boat shows, etc.), consumer products are shown to the public, persons engaged in a specific industry exhibit their products or wares to other persons engaged in that industry, etc.
- (c) Promoters of trade shows or merchandise shows, as defined in this section, are hereby required as follows: To provide the administrator with an "exhibitor's roster," which is to include the name (sole proprietor, corporation or partnership), address, telephone number and Georgia Sales Tax Identification Number and either the federal tax identification number, if the exhibitor has one, or the Social Security number of the principal officer of each exhibitor at least three (3) full business days prior to the day on which the show opens. The administrator shall not issue the regulatory certificate to the promoter of a trade show or merchandise show who does not present two (2) copies of the exhibitor list described in this subsection along with the payment of the fee. The administrator shall provide one (1) of the copies of the exhibitor list to the marshal of Athens-Clarke County and shall maintain the list of exhibitors along with other exhibitors of trade shows and merchandise shows for examination by citizens or consumers who have purchased items at such shows.
- (d) The promoter of a trade show or merchandise show shall obtain a floor plan from the owner of the facility at which the show will be held and shall describe all functions and activities which will take place during the event on said floor plan and file same with the administrator concurrently with the payment of the regulatory fee. The administrator shall not accept the payment of any regulatory fee unless said floor plan is provided at that time. The administrator will make the floor plan available to the fire marshal who will have the opportunity to inspect the facility and issue any appropriate orders to the owner of the facility and the promoter of the trade or merchandise show relevant to the plans which have been submitted to