

This affidavit must be completed to determine your State of Alabama business license fee. If you are filing and paying online DO NOT file this form by mail.

STATE OF ALABAMA }  
COUNTY OF JEFFERSON }

License Year: \_\_\_\_\_ License Type: §40-12-54 Account Number: \_\_\_\_\_

LEGAL NAME & MAILING ADDRESS OF ENTITY: \_\_\_\_\_ DBA NAME & LOCATION ADDRESS \_\_\_\_\_

I, \_\_\_\_\_, for myself and/or for the business operated under the trade name above hereby certifies under oath the total (maximum) number of mechanics employed at any time during the license year will not exceed \_\_\_\_\_ mechanics. Where the garage or shop owners do work in shops they shall be counted.

Attested by:

\_\_\_\_\_  
PRINTED NAME SIGNATURE DATE  
\_\_\_\_\_  
PHONE EMAIL

**ONLINE RENEWAL IS HERE!!! Visit SRT.jccal.org on or after Oct 1 to renew online.**

- 1. Online Renewal
  - a. Online payments can be made beginning October 1st by e-check, credit, or debit card. No credit/debit card or e-check service fees will be charged. Your account number \_\_\_\_\_ is required to pay online. Enter the complete account number including the – and suffix.
  - b. If renewing online enter the total number of mechanics when requested to calculate and pay for your license and upload this affidavit.
- 2. PAYING BY MAIL
  - a. Print, sign, date, and list phone # and return with payment and billing statement.

When renewing online this document is not required to be returned. If renewing by mail return Affidavit by Email to: [JeffCoBusinessLicense@jccal.org](mailto:JeffCoBusinessLicense@jccal.org), by Mail or by Person.

Apply by Mail: \_\_\_\_\_ or \_\_\_\_\_ Apply in person (Oct 1 – 31):  
Jefferson County Department of Revenue Birmingham Courthouse  
PO Box 12207 Bessemer Courthouse  
Birmingham, AL 35202-2207 Center Point office  
Hoover office  
Gardendale office

QUESTIONS: 205-325-5171  
OR  
Email: [JeffCoBusinessLicense@jccal.org](mailto:JeffCoBusinessLicense@jccal.org)