

Finance Department

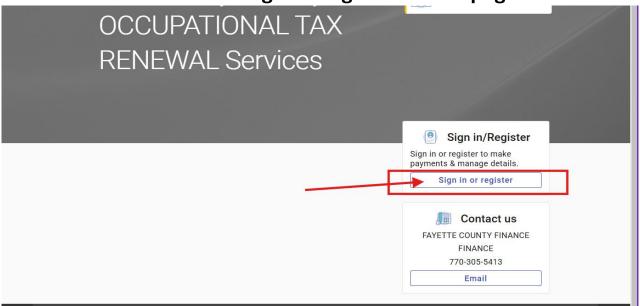
140 Stonewall Avenue West, Suite 101
Fayetteville, Georgia 30214
Phone: 770-305-5413
www.fayettecountyga.gov

OCCUPATIONAL TAX RENEWAL "ONLINE GUIDE"

https://fayettecountyga.tylerportico.com/css/citizen-selfservice-bl/business-license/home

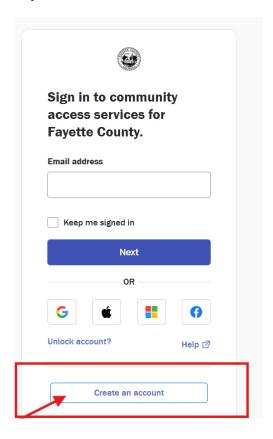
Tyler Payments bill payment service provider charges a fee to use their service. The fee covers payment handling and processing charges. A 2.95% processing fee per transaction charge is added to all Credit Card Payments, (\$2.50 minimum). Fayette County does not receive any portion of the convenience fee. Tyler Payments is an independent company providing a service for Fayette County.

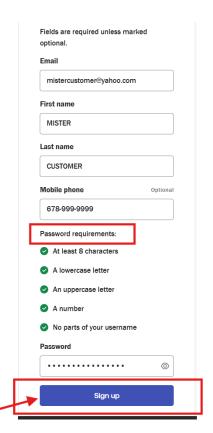
Please click Sign In/Register on this page

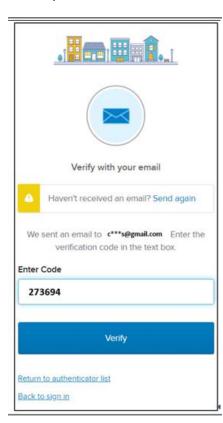


If you do not have an account and are new to this site, please click "create an account"

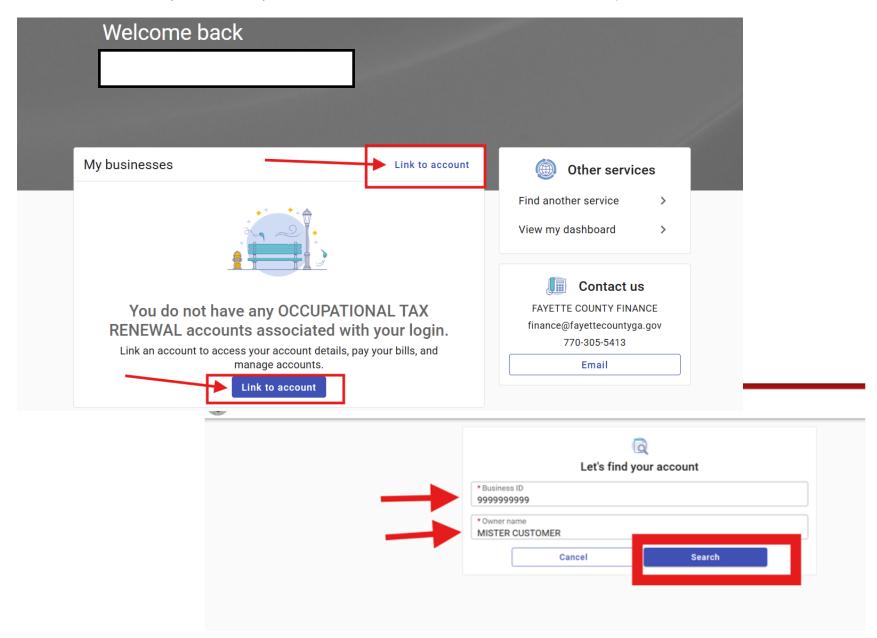
Enter a valid email address, password, and full name (first and last) sends a confirmation email to the email address entered. Once you receive the email and click the Verify Email link, enter code, Resident Access presents the Account Dashboard.



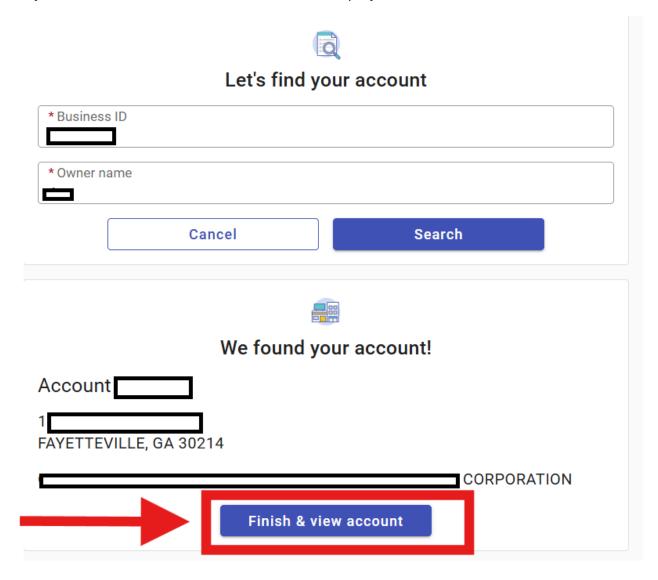




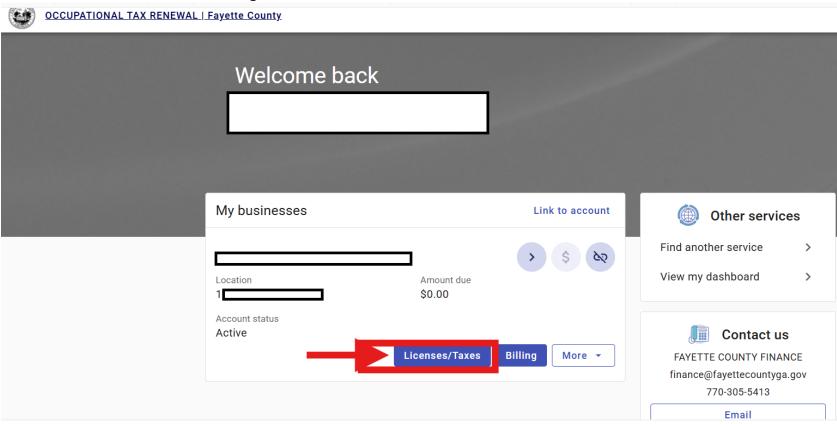
Account Dashboard - From the Account Dashboard, clicking one of the two link options "<u>link to account</u>" will open find your account page; Enter the <u>Business Account Number (located on your Renewal Notice)</u> and Owner Name (you can enter first name or last name only or full name) – Business Account Number & Name - both are required fields, click **Search.**



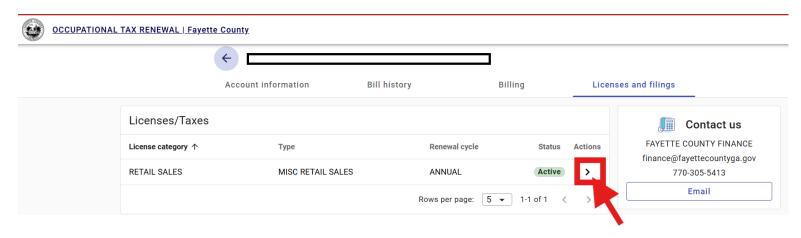
The system locates your account and account information will display at the bottom; click "Finish and View Account"



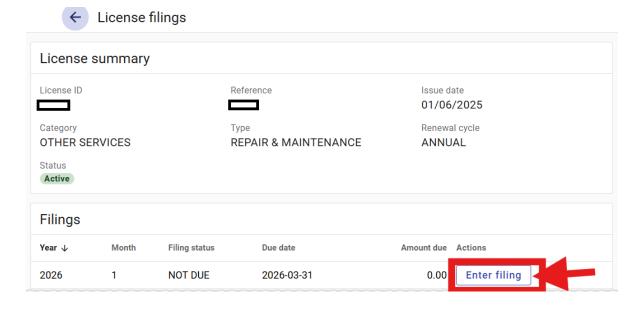
Click Licenses/Taxes - View existing licenses and taxes for the linked account.



Click the arrow - located beside the "active" license



Click "Enter Filing"



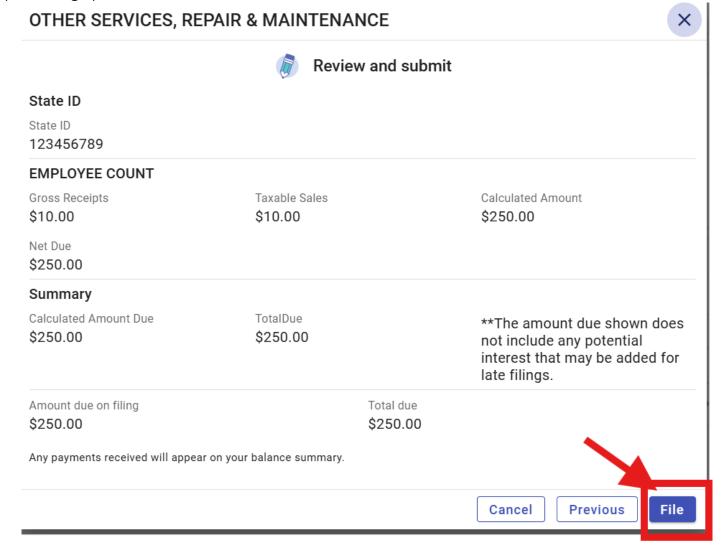
Enter State ID

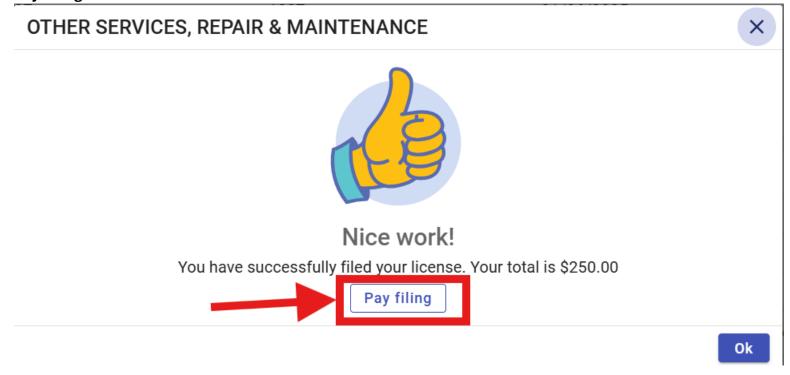
Enter Employee Count - Number of Employees

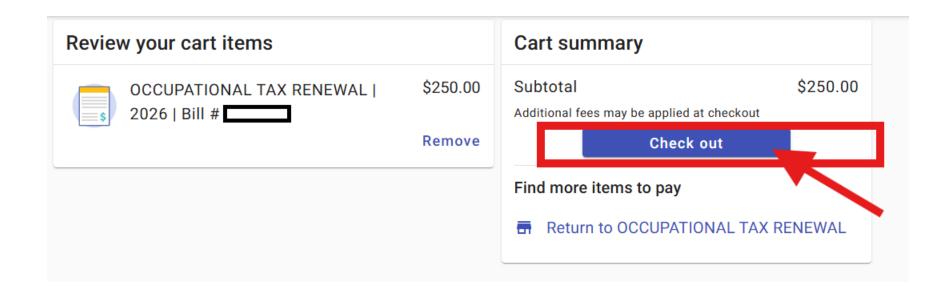
Click Select Files to upload supporting documents - The following information must be returned BEFORE an Occupational Tax Certificate can be issued: 1. Signed copy of the Renewal Form., 2. Copy of current state license. (If Applicable), and 3. Payment Click **Review and File**



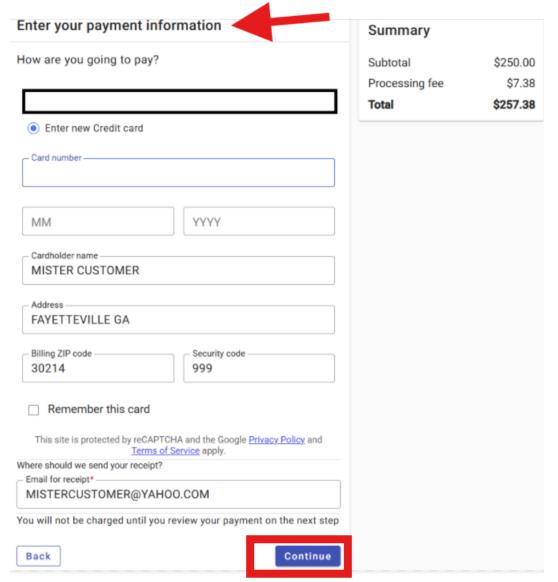
Click File (bottom right)



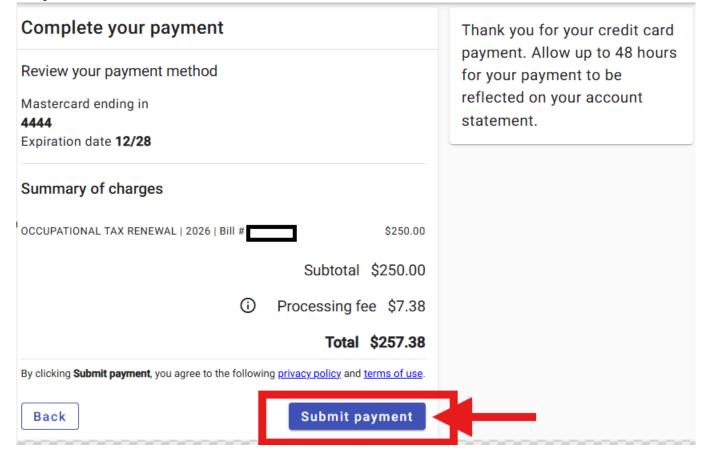




Enter your payment information, after it's entered, Click Continue



Click "Submit Payment"



You will receive an email regarding your payment. Thank you for your payment Payment information Thank you for your credit card payment. Allow up to 48 hours for your Mastercard ending in 4444 payment to be reflected on your account statement. Confirmation number: 44LT An email confirmation was sent to dbarnes@fayettecountyga.gov. Transaction type: Purchase Fayette County, GA Tyler Payments bill payment service provider charges a 140 Stonewall Avenue West, Suite 101, Fayetteville, GA 30214 fee to use their service. The fee covers payment (770) 461-1146 handling and processing charges. A 2.95% processing fee per transaction charge is added to all Credit Card https://fayettecountyga.gov/ Payments, (\$2.50 minimum). Fayette County does not receive any portion of the convenience fee. Tyler Transaction details Payments is an independent company providing a service for Fayette County. Date: November 17, 2025 11:23 AM EST OCCUPATIONAL TAX RENEWAL | 2026 | Bill # \$250.00 Return to OCCUPATIONAL TAX RENEWAL Subtotal \$250.00 Processing fee \$7.38 Total \$257.38

Tyler Payments bill payment service provider charges a fee to use their service. The fee covers payment handling and processing charges. A 2.95% processing fee per transaction charge is added to all Credit Card Payments, (\$2.50 minimum). Fayette County does not receive any portion of the convenience fee. Tyler Payments is an independent company providing a service for Fayette County.