

JEFFREY E. TURNER  
CHAIRMAN  
SONNA SINGLETON-GREGORY  
DISTRICT 1  
GAIL B. HAMBRICK  
DISTRICT 2  
SHANA M. ROOKS  
DISTRICT 3  
MICHAEL L. EDMONDSON  
DISTRICT 4

**Community Development Department**  
121 South McDonough Street, Jonesboro, Georgia 30236  
Office: (770) 477-3569 Fax: (770) 473-5467  
[www.claytoncountyga.gov/departments/community-development](http://www.claytoncountyga.gov/departments/community-development)



## Business License Contact Update Form

Business Name:	
Business License Number:	
Date:	

Please update your business license information as follows:

1. Primary Contact Email: \_\_\_\_\_
2. Business Mailing Address: \_\_\_\_\_
3. Primary Contact Mobile Phone: \_\_\_\_\_

The above information will allow the business license office to communicate with you efficiently and effectively. Going forward, this will be our primary method of communication.

Email the completed form to: [business.license@co.clayton.ga.us](mailto:business.license@co.clayton.ga.us). Or mail the completed form to:

Community Development Department  
121 S. McDonough St. Annex 2  
Jonesboro, GA. 30236

This form can also found at <http://goo.gl/RTdl1l>