

City of Huntsville
Finance Department

308 Fountain Circle · P.O. Box 308 · Huntsville, Alabama 35804
Phone (256) 427-5070 · Fax (256) 427-5064

For Department Use Only
Date Received: _____
TP Confirmation: _____
CT Office: _____
Account #: _____

TAX ACCOUNT REGISTRATION FORM

Confidential

The information supplied in this application will be used to complete the business registration process by establishing a tax account with the City of Huntsville. An authorized representative of the business may be contacted if additional information is required.

BUSINESS INFORMATION

Legal Name of Business: _____ Trade Name (d/b/a): _____
Federal ID Number: _____ Type of Business: _____
Mailing Address: _____ NAICS Code: _____
City, State, Zip: _____ Date Tax Collection Began: _____
Phone Number: _____ Phone Number: _____
Email : _____ Contact Name: _____

Please check all that apply.

- Sales reps or employees solicit business in Huntsville
- Deliveries made into Huntsville via company owned or leased vehicles
- Deliveries made into Huntsville via common carrier or US Postal Service
- Repairs, maintenance, construction or installation services performed in Huntsville
- Isolated transactions in Huntsville requiring tax remittance
- Business location in Huntsville
- Personal property leased in Huntsville

TYPE OF OWNERSHIP

- Proprietorship Partnership Corporation LLC Other _____

RESPONSIBLE PARTY

Name the person, officer or member responsible for payment of taxes, reporting and/or receiving confidential tax information.

Authorized Tax Official: _____
Street Address: _____
City, State, Zip: _____
Phone Number: _____ Fax Number: _____
Email Address: _____

TAX FILING INFORMATION

Filing Frequency

- Monthly Annual
 Quarterly Occasional

Tax Type

- Sales Rental
 Use Lodging
 Gasoline Tobacco

Tax Filing Preference: File Return and Payment ELECTRONICALLY
(Visit our website at www.huntsvilleAL.gov/tax for detailed instructions.)

File Return and Payment by MAIL
(Tax return forms will be mailed upon processing of application)

AUTHORIZATION TO SUBMIT TAX ACCOUNT REGISTRATION

Date Printed Name Signature Title
Return completed form to the address or fax number above. You will receive notification of your Huntsville account number after processing your completed application. If you have any questions, please call (256) 427-5080 or email financetax@huntsvilleAL.gov