



**HAMILTON COUNTY CLERK  
RENEWAL APPLICATION FOR  
MINIMAL ACTIVITY BUSINESS LICENSE**

**Qualifications to Renew Minimal License**

- ✓ **TRUE** Gross receipts for last year were less than \$10,000.
- ✓ **TRUE** There has been no change in structure.

The County Clerk's office **CANNOT** renew a minimal activity license if either statement is **FALSE**. You must contact the Tennessee Department of Revenue at (800) 342-1003 or email BusinessTax@TN.gov

Name of Business: \_\_\_\_\_

Hamilton County Account Number: \_\_\_\_\_

Requested Renewal Year: \_\_\_\_\_ (ex. 2018)

**Update** your physical address, mailing address or phone #:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The statements made on the application are true to the best of my knowledge and belief. (This application must be signed by the individual, owner, a partner, or an officer of the business.)

Sign Here: \_\_\_\_\_ Date: \_\_\_\_\_

To complete renewal remit \$15.00 with the form. Make checks payable to "Hamilton County Clerk". Mail to Hamilton County Clerk, 625 Georgia Ave., Rm. 201, Chattanooga, TN 37402.  
If you need assistance please call 423-209-6500.

To apply online visit  
<https://secure.tncountyclerk.com/minimalRenewal/index.php>

<b><u>FOR OFFICIAL USE ONLY</u></b>
Date Received: _____
Last Renewal Year: _____
Acct # Verified <input type="checkbox"/>
New License #: _____

BK257