

# Opening a New Business?

## Where to go for licenses, taxes and other requirements in Mobile County:

Obtaining licenses and setting up tax accounts are some of the first steps in starting a new business. The Mobile County License Commission has prepared this guide to assist you in locating agencies to contact when starting a business in Mobile County.

### **MOBILE COUNTY AGENCIES:**

State/County Privilege Licenses, Mobile County Sales & Use Tax, Lease Tax, Lodging Tax, Beer Tax and the Mobile County School Sales & Use Tax are administered by:

#### **Mobile County License Commission**

3925 Michael Blvd., Suite F  
Mobile, AL 36609  
251-574-4800 | 251-574-8103 (fax)  
[www.mobilecountylc.com](http://www.mobilecountylc.com)

Certain businesses dealing with food and beverages or lodging must obtain a Health Department Inspection Certificate.

#### **Mobile County Health Department**

251 N. Bayou St.  
Mobile, AL 36652  
251-690-8116

Persons or businesses doing electrical work in unincorporated areas of Mobile County must be certified.

#### **Mobile County Public Works**

Inspection Services  
1110 Schillinger Rd. N., Suite 100  
Mobile, AL 36608  
251-574-3507

People, Corporations, Partnerships, etc., owning personal property are subject to ad valorem tax.

#### **Mobile County Revenue Commission**

3925 Michael Blvd., Suite G  
Mobile, AL 36609  
251-574-8545

People needing assistance with the collection of bad checks, and prosecution of those writing worthless checks, contact:

#### **Mobile County District Attorney**

205 Government St., Suite 501-C  
Mobile, AL 36644  
251-574-8400

### **CITY OF MOBILE AGENCIES:**

If your business is located in the City of Mobile or its Police Jurisdiction, you should contact the following city agencies:

#### **City of Mobile Revenue Department**

Mobile Government Plaza  
205 Government St (2<sup>nd</sup> Floor) - South Tower  
Mobile, AL 36652  
251-208-7462  
[www.cityofmobile.org](http://www.cityofmobile.org)

#### **City of Mobile Zoning Department**

205 Government St (2<sup>nd</sup> Floor) - South Tower  
Mobile, AL 36644  
251-208-7198

Certain other businesses are required to obtain clearance with the City of Mobile Police Department before they can be licensed.

#### **City of Mobile Police Department**

2460 Government St.  
Mobile, AL 36606  
251-208-1700

### **OTHER GOVERNMENT AGENCIES:**

In addition to the requirements of the city and county, you may need to contact other agencies to obtain a business license, establish a tax account or comply with other requirements.

#### **Alabama Department of Revenue**

Taxpayer Service Center  
Bel Air Tower  
851 EI65 Service Rd., Suite 100  
Mobile, AL 36606  
251-344-4737  
[www.revenue.alabama.gov](http://www.revenue.alabama.gov)



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## Alabama Department of Labor

515 Springhill Plaza Court  
Mobile, AL 36608  
855-234-2856  
[www.labor.alabama.gov](http://www.labor.alabama.gov)

## Internal Revenue Service (FEIN Number)

1110 Montlimar Dr., 3<sup>rd</sup> Floor  
Mobile, AL 36609  
251-341-5946  
[www.irs.gov](http://www.irs.gov)

Persons wishing to establish a company (LLC, S-Corp. LLP Services, etc):

## Secretary of State

[sos.alabama.gov](http://sos.alabama.gov)  
334-242-5324

## Alabama ABC Board (Mobile Field Office)

5660 Highway 90  
Theodore, AL 36582  
251-653-0015

## OSHA - Mobile Area Office

1141 Montlimar Dr., Suite 1006  
Mobile, AL 36609  
251-441-6131

The Mobile Public Library also offers small business assistance.

## Mobile County Library

Reference Division  
701 Government St.  
Mobile, AL 36602  
251-208-7078

The South Alabama Regional Planning Commission offers information on small business loans.

## SARPC

651 Church St.  
Mobile, AL 36602  
251-652-0585  
[www.sarpc.org](http://www.sarpc.org)

## OTHER MOBILE COUNTY MUNICIPALITIES

### Bayou La Batre

251-824-2171  
[www.cityofbayoulabatre.com](http://www.cityofbayoulabatre.com)

### Chickasaw

251-452-6450  
[www.cityofchickasaw.org](http://www.cityofchickasaw.org)

### Citronelle

251-866-7973  
[www.cityofcitronelle.com](http://www.cityofcitronelle.com)

### Creola

251-675-8142  
[www.cityofcreola.org](http://www.cityofcreola.org)

### Dauphin Island

251-861-5525  
[www.townofdauphinisland.org](http://www.townofdauphinisland.org)

### Mt. Vernon

251-829-6633  
[www.mtvernonal.com](http://www.mtvernonal.com)

### Prichard

251-341-5946  
[www.thecityofprichard.org](http://www.thecityofprichard.org)

### Saraland

251-675-5103  
[www.saraland.org](http://www.saraland.org)

### Satsuma

251-675-1440  
[www.cityofsatsuma.com](http://www.cityofsatsuma.com)

### Semmes

251-649-8811  
[www.cityofsemmes.com](http://www.cityofsemmes.com)

**Nick Matranga, License Commissioner**  
**Adam Bourne, Deputy License Commissioner**

