

BONDSMAN INFORMATION SHEET

The materials listed below are needed to file all applications *except Alcohol Applications*.

- 1. Duplicate Applications** **Answer all questions appropriately and in detail, legibly, in black ink and typed.**

- 2. Personal History Cards** **One personal history card, one fingerprint per applicant (each individual involved in the ownership or first five (5) officers of a corporation and the license/agent) must be filled out completely , signed and fingerprinted.**

- 3. Lease of Valid Document** **Shows applicant has legal access to proposed premises (deed, sublease, rental agreement, letter of intent.**

- 4. Photograph** **Two (2) small photos, size 2X2**

- 5. Corporate Papers** **Attach a copy of corporate charter and by laws which have been properly signed by the Secretary of State and the registered agent(s) for the corporation. List all percentages held and the title of each officer on the application.**

- 6. Letter of Reference** **May be furnished by any three (3) persons who have known the applicant (agent) for at least three (3) years. Include name, address & phone number.**

- 7. Financial Investments** **All applicants must furnish, at time of filing, documentation of all financial investments pertaining to the business operation. (If documents are bank statements, the six months immediately preceding the investment are required).**

If there are any questions concerning the completion of these applications, please call the License and Permits Office for assistance (404) 546-4470. Call for an appointment for filing the application(s). Applications are taken by appointment only. Note: Payment for fees will be accepted only in the form of a cashiers check or money order. All application fees are non-refundable.

SAVE Affidavit



CITY OF ATLANTA AFFIDAVIT
VERIFYING STATUS FOR RECEIPT OF PUBLIC BENEFIT
SUBMITTED TO DEPARTMENT OF _____

By executing this affidavit under oath, as an applicant for a City of Atlanta Contract, Business License or Georgia Occupation Tax Certificate, Alcohol License, Taxi Permit, Insurance Company License or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Atlanta public benefit:

For: _____

[Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1) _____ I am a United States Citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.* **All non-citizens must provide their Alien Registration Number below.**

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date:

Printed Name:

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

* _____

Alien Registration number for non-citizens

*Note: O.C.G.A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien," legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:



**ATLANTA POLICE DEPARTMENT
PERSONAL HISTORY RECORD**

PERMIT TYPE: _____ DATE: _____

Name in FULL (Please Print) _____ Date: _____

Address: _____ Telephone: _____

Place of Birth _____ Date of Birth: _____ Age: _____

(City, State)

(Day, Month, Year)

Race: _____ Height: _____ Weight: _____

Eye Color: _____ Hair Color: _____

Social Security Number: _____ Driver's License # _____

Have you been convicted of any law? Federal: _____ Foreign Country: _____ State Law: _____

City Ordinance: _____ if so, explain: _____

List names and addresses of employers for the past three (3) years: _____

Marital Status: _____

Spouse's Name: _____

Finger printed by: _____ Applicant Signature: _____

Date: _____

CRIMINAL HISTORY CONSENT

I hereby authorize the Atlanta Police Department/License and Permits Unit to receive any criminal history record information pertaining to me which may be in the files of any state local criminal justice agency in Georgia. I also acknowledge that any information I provide on this application can be made publicly available under the Georgia Open Records Act O. C. G. A. 50-18-70.

Have you ever been charged or convicted of any violation of the law? () Yes () No

Date of Occurrence: _____ City: _____ State: _____

Disposition: _____ Explain: _____

I DO HEREBY SWEAR OF AFFIRM THAT THE FOLLOWING IS TRUE AND CORRECT UNDER PENALTY OF CITY ORDINANCE 106-90. (SIGNATURE)



CITY OF ATLANTA
3493 Donald Lee Hollowell Parkway
Atlanta, Georgia 30331

REQUEST TO BE A BONDSMAN

To the Chief of Police:

The undersigned respectfully requests the issuance of a permit to engage in the business of a Bondsman in the City of Atlanta.

1. Full name of applicant _____
Date of Birth _____ Social Security # _____
2. Address _____
Telephone # (____) _____
3. Have you ever been convicted of any violations of federal law(s)? () Yes () No
If yes, state offense(s) and disposition(s). _____

4. What business will you represent if granted the permit? _____
Address _____ Telephone # (____) _____
5. Have you ever been granted a permit to operate as a bondsman? () Yes () No
If yes, give date(s) and address (es): _____

6. Have you ever been denied a permit to operate as a bondsman for any city including
Atlanta? () Yes () No If yes, give date(s), and explanation: _____

7. Have you ever had bonding privileges suspended or revoked? () Yes () No If yes,
explain _____

8. Give previous employment for past five years:

Company	Address	Dates of employment
_____	_____	_____
_____	_____	_____
_____	_____	_____
9. Have you read and fully understand the ordinances regulating bondsman and bonding
companies in the City of Atlanta. () Yes () No Ref. Code of Ordinances. Vol. II,
Article IV.

A POWER OF ATTORNEY MUST ACCOMPANY THIS APPLICATION

Date: _____ Signature: _____

Approved () Denied () Date: _____