

Columbia County Sheriff's Office
Secondary Metals Recycler Registration Form

Pursuant to O.C.G.A. § 10-1-360, beginning July 1, 2012, secondary metals recyclers who purchase regulated metal property in any quantity must register with the appropriate sheriff's office or offices.

To Determine the County of Registration

- **Business (Corporation or Partnership)**
If you are registering as a *business*, you must register with the sheriff in each county where you maintain a place of business. If you maintain a place of business in more than one county, you must file a separate registration form for each business location.
- **Individual (Sole Proprietor)**
If you are registering as an *individual*, you must register in the county where you reside.
- **Non-resident of Georgia**
If you are *not a resident* of Georgia, you must register in the county where you primarily engage or intend to engage in business as a secondary metals recycler.

The Registration Process

- Obtain a copy of the *Secondary Metals Recycler Registration* form online at www.columbiacountyso.org or by visiting the Columbia County Sheriff's Office.
- Complete and submit the registration form *in person* to the appropriate sheriff's office or offices.
- Application for registration must include:
 - Non-Refundable Registration Fee**
Submit payment of \$200 with the registration form; the payment must be made by check or money order payable to the Columbia County Sheriff's Office. Checks returned for insufficient funds are subject to a \$30 service charge pursuant to O.C.G.A. § 16-9-20.
 - Identification**
 - Citizenship / Qualified Alien Status**
If you are a qualified alien, your Secure and Verifiable documentation must be attached to the application.
- Read the instructions carefully and be familiar with the laws governing Secondary Metals Recyclers in the State of Georgia. Visit our website for information: www.metalrecyclersdb.com/

Registration

Each registration is valid for a 12 month period beginning with the effective registration date as established by the sheriff's office once all registration requirements are met.

Questions?

Contact LT. Bobby Williams at your local sheriff's office at (706) 541-3990.
Contact _____ at your local sheriff's office at _____.
Contact _____ at your local sheriff's office at _____.

This is an official document and may not be altered, except to individualize sheriff's office information.

Columbia County Sheriff's Office
Secondary Metals Recycler Registration

County Where Business is Located: _____

If you are registering in multiple counties, please complete a registration form for each county where you have a location.

Name of Corporation or Partnership (if applicable) _____

Full Name of Individual Registering _____
(Please print) First Middle Last

Physical Address _____
Provide street address; include apartment number if applicable. *(P.O. Box not acceptable;* must be a physical street address in Georgia where an individual can be located in-person for the company.)

City / State / Zip

Mailing Address _____
If different from above, provide street address; include apartment number if applicable; or, provide P.O. Box.

City / State / Zip

Contact Information _____
Email _____

Day Telephone Number Evening Telephone Number Cell Number

If the on-site manager is different from the above, complete the following information for the person who is currently the active on-site manager of the business.

Name of the On-Site Managing Agent _____
(Please print) First Middle Last

Physical Address _____
Provide your street address; include apartment number if applicable. *(P.O. Box not acceptable.)*

City / State / Zip

Contact Information _____
Email _____

Day Telephone Number Evening Telephone Number Cell Number

Attach registration fee: \$200 (Non-refundable.) The fee for checks returned due to non-sufficient funds is \$30.00. Provide a copy of your identification.

The period of registration shall be for one year. A new registration form and annual fee must be submitted to the sheriff of the county where the business is located or the individual resides by the expiration date of the preceding year. If the person fails to register annually on or before the date of registration, he/she shall be guilty of a misdemeanor of a high and aggravated nature.

