



DeKalb County Sheriff's Office Melody M. Maddox, Sheriff

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 N/A or by visiting the DeKalb 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 DeKalb 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: _____

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 **Office of Professional Standards** at your local sheriff's office at (404) 298-8125.
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.



DeKalb County Sheriff's Office
Melody M. Maddox, Sheriff
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.



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Secondary Metals Recycler Registration – Registrant Affidavit

I hereby swear and affirm that all information provided in this registration form is true and correct to the best of my knowledge and belief. I further swear and affirm that I have read and understand the current state laws relating to secondary metals recyclers in Georgia and I agree to abide by these laws, as amended from time to time.

By signing this application, I hereby swear and affirm one of the following to be true and accurate pursuant to O.C.G.A. § 50-36-1:

1. _____ I am a United States citizen 18 years of age or older. **Please submit a copy of your current Secure and Verifiable Document(s) such as driver's license, passport, or other approved documentation.**
2. _____ I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.

By signing below, I acknowledge that I understand that I must comply with all Georgia laws relevant to secondary metals recyclers at all times.

- I am informed of the statutes pertaining to the Secondary Metals Recyclers pursuant to HB872, and the following statutes O.C.G.A. § 10-1-350 through O.C.G.A. § 10-1-363, O.C.G.A. § 40-3-36, O.C.G.A. § 40-3-56.
- I acknowledge that I understand the definition of secondary metals recycler as defined in O.C.G.A. § 10-1-350. *'Secondary metals recycler' means any person who is engaged, from a fixed location or otherwise, in the business in this state of paying compensation for regulated metal property that has served its original economic purpose, whether or not engaged in the business of performing the manufacturing process by which regulated metal property is converted into raw material products consisting of prepared grades and having an existing or potential economic value.*
- I understand I may visit www.georgiarecyclers.org for a summary of the laws relevant to Georgia secondary metals recycler information provided by The Georgia Recyclers Association but I understand that this summary does not substitute the advice of legal counsel or reading of the actual laws.

In making the above attestation, I understand that making any false statements or writings on any part or portion of this application is a violation of O.C.G.A. 16-10-20. Failure to make full and accurate disclosures may result in criminal prosecution.

Signature of Individual Completing Registration Application

Date

Print Individual Completing Registration Application

TO BE COMPLETED IN THE PRESENCE OF THE SHERIFF OR HIS DESIGNEE UPON SUBMISSION OF THIS APPLICATION TO THE APPROPRIATE SHERIFF'S OFFICE

Secondary Metals Recycler Signature

Date

Sheriff or Sheriff's Designee Signature

Date

Effective Date of Registration

Expiration Date of Registration

Registration Number