



# BUSINESS LICENSE APPLICATION

Business License No. \_\_\_\_\_

(For office use only)

License Type (Check one)

- Home Occupation
- New Business
- Quarterly
- Renewal
- Rental Property
- Revision

Business Name (DBA) \_\_\_\_\_

Business Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Business # \_\_\_\_\_ Fax # \_\_\_\_\_

Description of Business/Merchandise \_\_\_\_\_

Owner(s) Name \_\_\_\_\_ Home # \_\_\_\_\_

License Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Federal I.D. or Social Security Number \_\_\_\_\_ Driver's License Number \_\_\_\_\_

State Board of Equalization Permit Number \_\_\_\_\_ Number of Employees Including Owner \_\_\_\_\_

***Is this Business License application for rental properties only?*** (If yes, please provide addresses of rental properties. Attach separate sheet of paper if necessary. Properties must be located within City limits.)

Rental Property Address: \_\_\_\_\_ Rental Property Address: \_\_\_\_\_

Rental Property Address: \_\_\_\_\_ Rental Property Address: \_\_\_\_\_

Rental Property Address: \_\_\_\_\_ Rental Property Address: \_\_\_\_\_

*If business serves food, approval from Sacramento County Health Department is required. Call 916-875-8440*

**Refer to page 2 for exemption status and additional information**

**~ ANNUAL LICENSE WITHIN CITY LIMITS ~**

**First owner or employee \$40 + \$1 ADA Fee**

**Each additional employee \$10**

New License Administrative Fee \$12 \_\_\_\_\_ X \$10 = \$ \_\_\_\_\_

Home Occupation Business - Planning Review Fee \$43 \$ \_\_\_\_\_

Retail Business - Planning Review Fee \$43 \$ \_\_\_\_\_

Retail Business - Building Review Fee \$20 \$ \_\_\_\_\_

Revision Fee - \$27 \$ \_\_\_\_\_

**TOTAL \$ \_\_\_\_\_**

**~ QUARTERLY LICENSE OUTSIDE CITY LIMITS ~**

Per Quarter Fee \$10 OR \_\_\_\_\_ x \$10 = \$ \_\_\_\_\_

Per Calendar Year Fee \$40 (GMC Section 5.04.140 J) \$ \_\_\_\_\_

Per Calendar Year ADA Fee \$1 \$ \_\_\_\_\_

New License Administrative Fee \$12 \$ \_\_\_\_\_

**TOTAL \$ \_\_\_\_\_**

~ Licenses must be posted in a conspicuous place ~

~ Your license tax is due and payable on the FIRST DAY OF JANUARY EACH YEAR ~

~ If payment is not received within thirty (30) days from due date a penalty of \$29 will be charged ~

**All business license taxes are non-refundable \_\_\_\_\_ (Initial) See additional information on page 2**

**ALL INFORMATION HAS BEEN COMPLETED TO THE BEST OF MY KNOWLEDGE. DECLARATION IS ACCURATE AND TRUTHFUL UNDER PENALTY OF PERJURY.**

**SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_**

## City of Galt - Business License Application: Additional Information

Store front business and/or home occupations should contact the Community Development Department for further information regarding compliance with other sections of the Galt Municipal Code prior to applying for a business license, i.e. uniform sign code, home occupation restrictions, etc. **as all business license taxes are non-refundable.**

### You may be entitled to an exemption from the Business Tax.

#### Exemptions are:

- \* Businesses exempt under State or Federal Statutes
- \* Charitable organizations (proof of non-profit status is required)
- \* Businesses conducted in home in residential zone with annual gross receipts of \$1,000 or less (Schedule C may be required)
- \* Owner or Partner who has been honorably discharged from one of the United States armed services (Form DD214 required)
- \* Farmers, poultry men, or horticulturists who sell exclusively their own products
- \* Banks; Insurance Companies or Associations; Intercity Transportation Business; Interstate Commerce

It is unlawful for any person to transact and carry on any business, trade, profession, calling or occupation in the City of Galt without first having procured a license from the City. Any person violating any of the provisions of Ordinance No. 77-6 or knowingly or intentionally misrepresenting to any officer or employee of the City of Galt any material fact in producing a license, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be punishable by a fine or by imprisonment, or by both such fine and imprisonment. This business license is issued pursuant to Chapter 5 of the Galt Municipal Code (GMC). Issuance of a business license by the city is non-regulatory and possession of a valid business license does not exempt a licensee from complying with all applicable regulations of the State, County, and GMC, including, but not limited to, zoning regulations and building code requirements. If your business includes the sale of alcohol or firearms, or is a second hand dealer, massage parlor or tattoo parlor, other permits and associated licenses may be required and must be obtained prior to your opening of the business.

### \*\*\*\*\*For City Use Only\*\*\*\*\*

Planning Department Review (209) 366-7230    Approved \_\_\_\_\_    Denied \_\_\_\_\_    Hold \_\_\_\_\_

Building Department Review (209) 366-7200    Approved \_\_\_\_\_    Denied \_\_\_\_\_    Hold \_\_\_\_\_

Comments:

---

Police Department Review (209) 366-7000    Approved \_\_\_\_\_    Denied \_\_\_\_\_    Hold \_\_\_\_\_

CSD (Fire District) (916) 405-7100    Approved \_\_\_\_\_    Denied \_\_\_\_\_    Hold \_\_\_\_\_