



## **BUSINESS LICENSE APPLICATION**

### **BUSINESS INFORMATION**

Business Name \_\_\_\_\_

DBA / Corporate Name \_\_\_\_\_

Business Address \_\_\_\_\_

(Cannot be PO Box per State of California Business & Professionals Code – Section 17538.5)

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Description of Business \_\_\_\_\_

\_\_\_\_\_

Bus. Start Date	
State Sales Tax No.	
Federal Tax ID No.	
State Lic. Type	
State Lic. No.	
Expire Date	

Type of Ownership:    Corporation    LLC    Partnership    Sole Proprietor    Trust    Non-Profit

### **PERSONAL INFORMATION** – Enter below names of Owners, Partners, or Corporate Officers (Attach additional sheet(s) if necessary)

1<sup>st</sup> Owner/Principal \_\_\_\_\_

Title \_\_\_\_\_

Home Address \_\_\_\_\_

(Cannot be a PO Box)

City

Zip Code

Home Phone Number	
Cell Phone Number	

2<sup>nd</sup> Owner/Principal \_\_\_\_\_

Title \_\_\_\_\_

Home Address \_\_\_\_\_

(Cannot be a PO Box)

City

Zip Code

Home Phone Number	
Cell Phone Number	

### **IF YOUR BUSINESS IS LOCATED IN THE CITY OF COLFAX:**

**YES   NO**

- |   |                          |                          |
|---|--------------------------|--------------------------|
| 1. Is the building newly constructed?.....  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you making any modifications to the building that would require a permit?.....<br>(e.g. new signs, additions, tenant improvements (electrical, plumbing, etc.) | <input type="checkbox"/> | <input type="checkbox"/> |
| *If yes, have you submitted application(s) for permit(s)?.....  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is this a home business?.....  | <input type="checkbox"/> | <input type="checkbox"/> |

*\*Please complete application on the back\**

Please enter all that apply to this business/rental		CERTIFICATION AND ACKNOWLEDEMENT
No. of Owners / Employees	#	I declare under penalty and perjury that the statements made in this application are true. I further agree that business shall be conducted in accordance with the City of Colfax Municipal Code. I understand that Sales or Use Tax may apply to my business activities. Upon issuance of a business license, it shall be my responsibility to renew the license annually by June 30 <sup>th</sup> .  Owner/Principal Signature _____  Title _____ Date _____
Estimated Current Year Annual Gross Receipts for Sales and/or Services	\$	
No. of Residential Rental Units	#	

OFFICE USE ONLY	
ANNUAL FEE \$	FEE BASIS
PRORATED FEE \$	DATE RECEIVED
*A.D.A. FEE \$ 4.00	LICENSE EXPIRES
TOTAL FEES PAID \$	ACCEPTED BY
PAYMENT BY: Check # _____ \$ _____ CASH \$ _____ CREDIT CARD \$ _____	
<small>*Senate Bill 1186 (Chapter 383, Statutes of 2012, Steinberg) requires an additional fee of one dollar (\$1) to be paid by any person(s) applying for a local business license, or equivalent instrument, or permit, and any applicant renewing a business license, or equivalent instrument, or permit.</small>	

APPLICATION APPROVED BY	
City Manager	Date
City Building Official	Date
City Planner	Date
Fire Marshall	Date
City Engineer (If Required)	Date