

**CITY OF ANGELS
BUSINESS LICENSE APPLICATION**

City of Angels 584 S. Main Street – P.O. Box 667 Angels Camp, CA 95222 Phone: (209)736-2181 Fax: (209)736-0709

Business Name: _____ Business Phone: _____

Fictitious Business Name: _____ Business Fax: _____

Business Address: _____ City/State: _____ Zip: _____

Mailing Address: _____ City/State: _____ Zip: _____

Driver's License #: _____ Calif. Board of Equalization #: _____ Federal ID or S.S. #: _____

If Contractor: State License Number: _____ Expiration Date: _____

Type of Business: _____ APN: _____

- Business Base: Home Based (See Home Occupation Application): _____ Store Front/Commercial: _____
 - Ownership Type: Sole Proprietorship: _____ Partnership: _____ Corporation/LLC: _____ Trust: _____
 - Will you have a sign? Yes (See Sign Permit Application): _____ No: _____
- Owner's Name: _____ Home Phone: _____

Fee Exempt: Veteran
(must own minimum 51% and
provide Honorable DD-214)

Co-Owner's Name: _____ Home Phone: _____

Corp/LLC: President: _____ Vice-President: _____ Secretary/Treasurer: _____

Business Premise Owner: _____ Phone: _____

Mailing Address: _____ City/State: _____ Zip: _____

Water/Sewer Service Change: Yes (See Utility Application): _____ No: _____

An applicant for a business license must complete all information on this application before a license is issued. An inspection of the premises may be required by the Fire Marshal (209)736-4081 and/or Building/Planning Department (209)736-1346 before a license is issued. This Business License does not authorize occupancy. Sales or use tax may apply to your business activities. You may seek written advice regarding the application of tax to your particular business by writing to the nearest State Board of Equalization Office.

I certify that the above statements are true to the best of my knowledge.

Applicant Signature: _____ Date: _____

OFFICIAL USE ONLY			
Building Department	License # _____	Date Received _____	
Fire Department	License Fee _____	Date Issued _____	
Planning Department	Receipt # _____	Lic. I.D. _____	



CITY OF ANGELS POLICE DEPARTMENT

In order to provide better service to those we protect, the Angels Camp Police Department requests that you complete this form and return it to the Police Department. This form is confidential and the information contained herein is for the purposes of making emergency contact with a business owner after hours.

Business Information	
Business Name:	_____
Business Physical Address:	_____
Business Phone:	_____
Owner Name(s):	_____
Emergency Contact Information	
List in order of contact:	
Name:	_____
Physical Address:	_____
Home Phone: () _____	Cell Phone: () _____
Name:	_____
Physical Address:	_____
Home Phone: () _____	Cell Phone: () _____
Additional Information	
List any additional information that may be helpful in an emergency situation:	

Please call the Police Department if any information changes.

Thank you,

Todd Fordahl
Chief of Police

Phone: (209) 736-2567 • FAX: (209) 736-0517
200 Monte Verde • P.O. Box 459 • Angels Camp, CA 95222

Home of the Celebrated Jumping Frog



CITY OF ANGELS



New Business: Licenses, Permits, and Regulations

One of the basic steps in starting your new business is to review applicable **City, County, State** and **Federal** regulations and obtain any necessary licenses or permits. The following lists some of the requirements at each level of government. It is a general guide and should not be considered an all inclusive checklist. Requirements vary depending on the type, size, location, etc., of the business.

CITY REQUIREMENTS

City Hall

Business license

A business license is an annual tax you pay for doing business within a city boundary. It is required **BEFORE** any business, trade, profession, enterprise, establishment, occupation, or calling is conducted within the boundaries of a city, even if your business is physically located outside the city limits or you have a business license from another city. Business license fees and regulations are different for each city. Contact the city for further information.

Water and Sewer service change may be necessary if you are responsible for paying the water and sewer bills for the business location.

City of Angels – City Hall
584 S. Main Street
P.O. Box 667
Angels Camp, CA 95222
(209)736-2181

Planning and Building

Zoning: Every business must comply with the zoning ordinance regulations. **BEFORE SIGNING** any leases and moving in, you should check with the local Planning Department to be sure that your proposed business is allowed at the location you are considering.

Planning permits: Many businesses can be started with few permits; however, other more intensive businesses will often require special permits before the business can commence. These are Conditional Use Permits (CUP) and Planned Development Permits (PD) and usually require environmental review and public hearings. These permits will take time to acquire, so factor this into your plans. Furthermore, if you have a home based business you will need to apply for a Home Occupation Permit.

Signs: Check with the City Planning Department BEFORE using or installing any type of permanent or temporary sign including those on walls, windows, banners, balloons, and awnings. A building permit may be required for sign installation.

Contact the Planning and Building Department for further information:

City of Angels – Community Development
571 Stanislaus Avenue, Suite J
P.O. Box 667
Angels Camp, CA 95222
(209)736-1346

Building and Safety: In addition to checking with the Planning Department, you should also check with the City of Angels Building Department to see if the building you intend to occupy is suitable for your business. If alterations to the building are necessary, you will need to apply for a building permit, contact the Building Department. Contact the Fire Marshall to see if building meets current California Fire Codes.

City of Angels – Fire Marshal
1404 Vallecito Road
P.O. Box 667
Angels Camp, CA 95222
(209)736-4081

Building Department
571 Stanislaus Avenue, Suite J
P.O. Box 667
Angels Camp, CA 95222
(209)736-1346

Address and APN: Before going to any public agency you should have an exact address for the proposed business. It is also very useful to have the Assessor's Parcel Number (APN) for the property as well. Having accurate site location information is crucial for receiving the correct zoning information and for filling out various documents and permits.

COUNTY REQUIREMENTS

Calaveras County Government Center

Fictitious Business Name: If you regularly transact business in the state for profit under a fictitious business name, you will need to file a Fictitious Business Name Statement with the County Clerk's Office.

Calaveras County Government Center
County Clerk's Office
891 Mountain Ranch Road
San Andreas, CA 95249
County Clerk (209)754-6371

Health Permits: Contact the County Environmental Health Department at 891 Mountain Ranch Road, San Andreas, CA 95249 (209)754-6399 for the appropriate permit if your business/project is associated with any of the following: retail food sales, public pools/spas, medical waste, hazardous waste, tattooing, body piercing, permanent cosmetics, landfills, compost facilities, or trash trucks.

STATE REQUIREMENTS

Board of Equalization: Every person, firm, partnership, or corporation intending to sell tangible goods ordinarily subject to sales tax is required to apply for a California Seller's Permit. Wholesalers, as well as retailers, must apply for a permit for each place of business. If you fall into this category, you must obtain a Sales Tax Permit whether your business is commercial or home based, sales or repair oriented. If you have questions, or if you require a Sales Tax/Seller's Permit or Resale Certificate, contact the Board of Equalization at:

California Board of Equalization
3321 Power Inn Road, Suite 210
Sacramento, CA 95826-3889
(916)227-6700 or online at
www.boe.ca.gov

Employment Development Department (EDD): In general, if your business will have employees and you will pay salaries in excess of \$100 during a calendar quarter or you hire domestic employees, contact the Employment Development Department for requirements pertaining to State Income Tax withholding, and Unemployment and Disability Insurance. Contact the EDD at 1-800-300-5616 or at www.edd.ca.gov

Franchise Tax Board: For information on the personal or corporate state taxes resulting from your business activities, contact the Franchise Tax Board at :

Franchise Tax Board
3321 Power Inn Road, Suite 250
Sacramento, CA 95826-3893
(800)338-0505
www.ftb.ca.gov

FEDERAL REQUIREMENTS

Internal Revenue Service: For information on:

- Employer Identification Tax Number, and
- Federal Withholding Taxes

Contact the IRS at

Internal Revenue Service
4643 Quail Lakes Drive
Stockton, CA 95207
(209)942-1910
www.irs.gov