

BUSINESS LICENSE APPLICATION



CITY OF DIXON
 600 EAST A STREET
 DIXON, CA 95620
 (707) 678-7000
www.ci.dixon.ca.us

DATE:
BUSINESS NAME:
BUSINESS ADDRESS: (No P.O. Box)
CITY: ST: ZIP:
BUSINESS PHONE: ()
E-MAIL ADDRESS:
MAILING ADDRESS:
CITY: ST: ZIP:
OWNER'S LAST NAME:
FIRST NAME:
HOME ADDRESS:
CITY: ST: ZIP:
HOME PHONE: ()
DESCRIBE BUSINESS (Please be specific)

(Check one)	New Ownership []	New License []
US Veteran []	Revisions []	Non Profit []
<i>(Must have 1 of the 4 ID #'s below)</i>		
SOC. SEC #:		
FED ID #:		
ST ID #:		
NON PROFIT ID #:		
Ownership Type: (√one)		
Sole Proprietor [] Partnership [] Corporation []		
Sales Tax #:		
California Contractor's License #:		
I have registered my Alarm with Police Dept. []		
www.dixonpolice.org		
I have received the WWDP Application [] initials		
SWPPP WDID#:		
SWPPP WD APP #:		
SWPPP No Exposure Certificate (NEC #)		
NAICS/SIC CODE:		

PRINCIPAL OFFICERS OR PARTNERS:

RESIDENCE ADDRESS/ PHONE #:

In applying for this license, I/we hereby state that the above information is true and correct, and agree to comply with all requirements set forth in Chapter 6.02 of the Dixon Municipal Code as applicable; as well as all other rules set forth in City, County, State or Federal regulations governing the same. The applicant is also advised that any business opening in Dixon is subject to the requirements of the Dixon Municipal Code regarding land use, and sign regulations. No signs shall be installed without City approval.

I am a United States Veteran (circle one) **Yes No**
 Please provide a copy of your DD-214

Signature _____

Date _____

APPLICATION DOES NOT GUARANTEE ISSUANCE OF A BUSINESS LICENSE

PLANNING DEPARTMENT APPROVAL	DATE:	
BUILDING DEPARTMENT APPROVAL	DATE:	
POLICE DEPARTMENT APPROVAL	DATE:	
FIRE DEPARTMENT APPROVAL	DATE:	
PUBLIC WORKS DEPARTMENT APPROVAL	DATE:	
ENGINEERING DEPARTMENT APPROVAL	DATE:	
WASTE WATER DEPARTMENT APPROVAL	DATE:	
COMMENTS:		
AMT PAID \$	RECEIPT #	DATE:
BUSINESS LICENSE LOG #	HOP#	HOP APPROVAL DATE:



Yolo-Solano Air Quality Management District

1947 Galileo Ct., Suite 103
Davis, CA 95618

PHONE - (530) 757-3650; (800) 287-3650 FAX- (530) 757-3670

A Building Permit or Business License cannot be issued unless all requirements of the YOLO-SOLANO Air Quality Management District are met. If you answered YES to Questions 2 or 3 you MUST conduct an asbestos survey.

Q1. Description of work being done (building permit) or Nature of Business (business license).

Q2. Will your activity involve the demolition of a load bearing wall or structural member?

YES _____ NO _____

*** If you answered YES, then you must conduct an asbestos survey and submit the results with an Asbestos Demolition/Renovation Form to the Yolo-Solano AQMD.**

Q3. Is your activity a renovation, remodel or tenant improvement of an existing structure?

YES _____ NO _____

*** If you answered YES then you must conduct an asbestos survey and submit the results to the Yolo-Solano AQMD for approval.**

Q4. Is a copy of the asbestos survey attached?

YES _____ NO _____

Q5. Does the business use, process or have equipment or products, which emit emissions or would otherwise require a permit from the Yolo-Solano AQMD? (See attached list for potential permitted processes.)

YES _____ NO _____

If YES, have you submitted an application for a permit?

Q6. Does your facility have any current permit(s) with the Yolo-Solano AQMD?

YES _____ NO _____

I, the undersigned, certify under penalty of perjury that the above information is true and correct.

Signature of Company Representative

Date

GENERAL PROCESSES WHICH
MAY REQUIRE AIR QUALITY PERMITS

<u>Agricultural Products:</u>	Grain/Seed/Nut/Food processing; Bulk receiving/storage/packaging/shipping
<u>Chemicals and Plastics:</u>	Fiberglass/Plastics products; Manufacturing/Processing/Repair; Agricultural (ammonia)-Pharmaceuticals; cultured Marble
<u>Coating Operation:</u>	Automotive/Metal/Wood/Plastic Products; Solvents; Varnishing; Degreasing
<u>Boilers:</u>	On site boilers (heat input>1,000,000 BTU/Hr)
<u>Dry Cleaning:</u>	Cleaning taking place on the premises (Perchloroethylene or Hydrocarbon)
<u>Gasoline Storage and Dispensing:</u>	Fuel dispensing/Bulk Storage
<u>Incineration:</u>	Any type of waste
<u>Internal Combustion Engines:</u>	Gasoline/Diesel/Natural gas powered engines 50 brake horsepower and larger including emergency generators
<u>Mining and Mineral Processing:</u>	Concrete Storage/Bagging/Mixing; Abrasive Blasting; Soil Mixing/Storage; Aggregate Processing; Asphalt Batch Plants; Concrete Batch Plants; Mining Operations
<u>Woodworking:</u>	Assembly/Sawing/Sanding
<u>Natural Gas Dehydration System:</u>	
<u>Remediation:</u>	Groundwater/Soil
<u>Pharmaceutical:</u>	Tablet Coating/Printing; Manufacturing; Sanitation
<u>Plasma or Laser Cutting Tables</u>	
<u>Printing:</u>	Offset Lithographic; Letterpress; Newspaper; Pad; Silk Screen
<u>Portable Equipment:</u>	Crushers/Grinders/Screeners; Internal Combustion Engines 50 brake horsepower and larger; Abrasive Blasting; Concrete Batch Plant

For questions on a process that you do not see above, please call the Yolo-Solano AQMD at (530) 757-3650 or toll free in the (530), (916), and (707) area codes at (800) 287-3650.

WORKERS' COMPENSATION DECLARATION

I hereby affirm, under penalty of perjury, one of the following declarations:

- I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided by Section 3700, for the duration of any business activities conducted for which this license is issued.
- I have and will maintain workers' compensation insurance, as required by Section 3700, for the duration of any business activities conducted for which this license is issued.

My workers' compensation insurance carrier and policy number are:

Carrier: _____

Policy Number: _____

- I certify that in the performance of any business activities for which this license is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with the provisions of Section 3700.

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO \$100,000, IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

Name: _____ Date: _____

Address: _____

Signature: _____

If you are applying for a business license, the
California State Board of Equalization
has requested your read this ...

THE CALIFORNIA SALES AND USE TAX MAY APPLY TO YOUR BUSINESS ACTIVITIES

CALIFORNIA SALES AND USE TAX

The sales or use tax applies to most retail sales and leases of tangible personal property, including purchases from out-of-state retailers for use in California.

The Sales Tax is imposed on retailer of tangible personal property in California. However, retailers are authorized to reimburse themselves for the sales tax by collecting it from the consumer.

Every person in the business of selling property of a kind subject to the tax must apply to the Board of Equalization for a seller's permit. Wholesalers as well as retailers are included. There is no fee for the permit, but the applicant may be required to furnish security to assure payment of the tax.

Failure to pay the tax when due may result in the assessment of interest and penalties, in addition to the tax obligation.

IF YOU ARE IN DOUBT HOW THE SALES AND USE TAX APPLIES TO YOUR BUSINESS, CONTACT US.

The best way to find out if the tax applies to your business activities is to contact the nearest Board of Equalization office and request written advice.

The Board staff will provide verbal responses to your questions and requests for advice. However, the law provides that the Board may relieve taxpayers to tax, interest, and penalties only where the Board finds that the failure to make a timely return or payment of sales or use tax was due to reliance on erroneous written advice by the Board staff.

To receive written advice, your inquiry must be in writing and must describe fully the specific facts and circumstances of the activities or transactions for which the advice is being requested.

OTHER CITY REGULATIONS MAY APPLY.
PLEASE CHECK AT CITY HALL IF YOUR ARE UNCERTAIN.
(707) 678-7000.

YOU SHOULD ALSO BE AWARE OF THE FOLLOWING INFORMATION:

1. All new signs must be approved by the Planning Commission unless the new sign is of the same size and style as a former sign on the property, and the former sign was approved by the City pursuant to Sec. 12.20 of the City's zoning ordinance.
2. The business use must be consistent with the City's zoning ordinance.
3. You will probably need a Building Code Compliance Inspection. Call (707) 678-7000.

DEPARTMENT OF INDUSTRIAL RELATIONS

Division of Labor Standards Enforcement

San Francisco, CA 94142

Tel: (415) 703-4810

Fax: (415) 703-4807



Please take a moment to review the following information which is being provided in an effort to assist you in your efforts to begin your new business enterprise:

The State of California, through statutory mandates, requires that certain businesses and/or individuals Obtain a license, registration or certification through the Division of Labor Standards Enforcement (DLSE) prior to commencing business and to maintain that license in good standing:

DLSE requires licenses for:

Farm Labor Contractors

Talent Agent

Industrial Homework

◦ License to Employ Industrial Home workers

◦ Permit to Work as an Industrial Home worker

Employers, supervisors and transporters of minors working in door-to-door sales

DLSE requires registration of:

Garment Manufacturers/Contractors

Car Wash and Polishing businesses

DLSE provides certification of:

Studio Teachers

DLSE collects bonds for businesses engaging in:

Fee-Related Talent Services

Finally, please note that an Entertainment Work Permit is required of all minors wishing to work in the Entertainment industry and any employer wishing to employ a minor in the entertainment industry is Required to complete an Application for Permission to Employ a Minor in the Entertainment Industry.

Information on the licensing requirements and downloaded application forms, instructions and other Documentation required to complete your application can be accessed on the DLSE website at <http://www.dir.ca.gov/dlse/dlseLicensing.html>. In addition, the DLSE provides a network of 18 District Offices which can provide further assistance if necessary. To find the office closest to you, please go to the DLSE website at <http://www.dir.ca.gov/dlse/DistrictOffces.html>.

**GOOD LUCK IN YOUR NEW BUISINESS!!
WE WELCOME THE OPPORTUNITY TO ASSIST YOU!!**

Julie Su
Labor Commissioner

Business Licensing & Permitting Tax & Fee Schedule		City of Dixon Business License Tax & Fee Table & AB 1379 State Mandated Charges					New Application Processing Fees ^{8.}		
Business Type	New Businesses					Renewals			
	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Note		Fees	Note	
Bars/Taverns	358.00	305.50	253.00	\$ 200.50		254.00	144.00		
Carnivals/Fairs/ Amusements and Concessions	178.00	170.50	163.00	\$ 155.50	Plus \$30.00 per day	44.00	144.00		
Gas Stations	208.00	193.00	178.00	\$ 163.00		104.00	144.00		
Grocery Stores	298.00	260.50	223.00	\$ 185.50		194.00	144.00		
Grocery/Gas Combination	238.00	215.50	193.00	\$ 170.50		134.00	144.00		
Living Accommodations	208.00	193.00	178.00	\$ 163.00		104.00	144.00		
Restaurants w/o Liquor	238.00	215.50	193.00	\$ 170.50		134.00	144.00		
Restaurants w/Liquor	358.00	305.50	253.00	\$ 200.50		254.00	144.00		
Temporary Vendors	178.00	170.50	163.00	\$ 155.50	Per day	n/a	144.00		
Vending Machines	148.00	148.00	148.00	\$ 148.00	Plus \$5.00 per machine	44.00	144.00		
Dances, Dancing Places	388.00	328.00	268.00	\$ 208.00		284.00	144.00		
Events	178.00	170.50	163.00	\$ 155.50		74.00	144.00		
Warehousing/Distributions Centers	178.00	170.50	163.00	\$ 155.50		74.00	144.00		
Manufacturing/Assembling	208.00	193.00	178.00	\$ 163.00		104.00	144.00		
Adult bookstores/Videos/Paraphernalia/ Tattoo Parlors/Palm Readers/Smoke Shops	178.00	170.50	163.00	\$ 155.50		74.00	144.00		
Professionals- Doctors, Dentists, Attorneys, Consultants, Architects (Per Professional)	178.00	170.50	163.00	155.50		74.00	144.00		
Motorized Vehicle Sales (Personal, Recreational Commercial, Industrial and/or Agricultural)	238.00	215.50	193.00	170.50		134.00	144.00		
Taxicabs	178.00	170.50	163.00	155.50		74.00	144.00		
Peddlers/Solicitors/Itinerant Merchants	272.00	264.50	257.00	249.50		74.00	44.00	Per person	
Massage Thereapists, Hair & Nail Salons	178.00	170.50	163.00	155.50		74.00	144.00		
Contractors, Plumbers, Electricians	178.00	170.50	163.00	155.50		74.00	144.00		
Retail Stores	178.00	170.50	163.00	155.50		74.00	144.00		
Automotive, Tire Service	178.00	170.50	163.00	155.50		74.00	144.00		
Property Mgmt., Real Estate Co., Apartments	178.00	170.50	163.00	155.50		74.00	144.00		
H.O.P. Businesses	208.00	193.00	178.00	163.00		74.00	144.00		
All Other Non-H.O.P. Dixon Businesses	178.00	165.50	163.00	155.50		74.00	144.00		
Non-Dixon Businesses	208.00	193.00	178.00	163.00		74.00	144.00		

SP Special Permit required in addition to business license.
Highlighted Business Types must complete a Waste Water Discharge Permit application.

1. A separate license is required for each business location.
2. Duplicate license cost is \$22.00.
3. Multiple businesses at one (1) location each require a business license.
4. NO LICENSE IS TRANSFERRABLE.

*New Businesses Established by Dixon Residents Exempt from BL Tax Only Per Ordinance No. 17-011

5. Business License revision cost is \$22.00
6. Home Occupation Permit (one time fee) \$189.00
7. Family Day Care Home Permit (one time fee) \$264.00
8. **AB 1379 State Mandated Charge \$4.00 – NO EXCEPTIONS**
ALL RATES INCLUDE AB 1379 State Mandated Fees, Taxes and
New Application Processing Fee. *Business license tax is from Reso. 02-018.

