



Business License Application

Contractors (General and Sub)

Please return this completed request to City of Davis Finance Department

23 Russell Blvd, Suite 3 Davis, CA 95616

Phone: (530) 757-5651 Email: financeweb@cityofdavis.org

City Use Only

License No. _____

Control No. _____

For Use by City of Davis Finance Only

Date Received: _____ Received By: _____ Sewer Class: _____

NOTICE TO APPLICANT

Information on Page 1 of the Business License Application is public record. Information on Page 2, relating to gross receipts and/or computation of business license tax is confidential and is not subject to public record. A City of Davis business license does not imply that your business meets all zoning and building code requirements. Please check with both Planning and Building division in the Community Development Department to make sure that your business is in the correct zoning district and meets all applicable building and accessibility codes.

Section 1: Business Information (Completed by Business)

Please Print Clearly

Today's Date: _____

Primary Business Name (fictitious name if used): _____

Full description of Line 1 business activities: _____
If necessary, attach additional sheet, for full disclosure

Primary Business Address: _____ Phone: _____

Mailing Address: _____ Email: _____
Street, City, Zip

Type of Business, please circle one: **Sole Proprietorship Partnership Corporation LLC LLP**

Corporations, please indicate your agent of service: _____

Agents Mailing Address: _____ Phone: _____

Contractors State License Board (CSLB) License #: _____ CSLB Classification(s): _____

Alcoholic Beverage Permit #: _____ Selling Tobacco or Tobacco Products: **YES or NO**

** Will this business involve cannabis, any product(s) of cannabis, or anything associated with cannabis? **YES or NO**

Other Licenses Pertaining to Your Business: _____

Number of Employees (including owners) who will be working in Davis: **Full Time:** _____ **Part-Time:** _____

Business Opening Day: _____ Emergency Number: _____

Name and Title	Home Address, City & Zip	Home Phone Number

*if there are more owners/officers you would like to add, please attach to this application

Section 2: Payment Calculation (Completed by Business)

CONFIDENTIAL

FOR BUSINESSES SUBJECT TO GROSS RECEIPTS

Tax Group (from Business License Information Sheet; e.g. 3): (1) 3
Gross Receipts Bracket (from Business License Information Sheet; e.g. \$0-9,999): (2) _____ - _____
Business License Tax (from Business License Information Sheet; e.g. \$4.50): (3) _____
Registration Fee: (4) \$10.00
State Mandated Disability Access and Educations Revolving Fund: (5) \$4.00
Total Tax Due (Add Lines 3 through 5): (6) _____

Checks made payable to City of Davis

Federal ID Number or Social Security Number: _____

Disclosure to Applicant

New businesses must estimate their first-year or partial-year gross tax receipts. If your estimate is too low, you will receive a letter for the additional fee due based off your actual gross receipts from next year's renewal. If your estimate is too high, you will receive a letter and a refund for the credit based off your actual gross receipts from next year's renewal.

In addition, first time applicants shall be charged a prorated fee based on the quarter of which the application was submitted. For more information, see Chapter 19.02.090 of the Davis Municipal Code.

All reported business license gross receipts are subject to an audit by the Finance Revenue Division.

All licenses expire **DECEMBER 31ST OF EACH YEAR**. All renewals are due, payable on January 1st and delinquent at 5:00pm January 31st. A 10% penalty will be assessed on the delinquent date and an additional 10% for each month delinquent thereafter.

Visit our website for additional information: <https://www.cityofdavis.org/business-license>

Important Notes on Gross Receipts

NOTE #1: If you are located outside the city limits, you are required to report your actual gross receipts earned in Davis at the end of the calendar year. Your actual gross receipts are needed to compare with your estimated gross receipts to ensure that your business license fee was not under or over paid.

PLEASE INITIAL AFTER READING NOTE #1 Applicant's Initials: _____

NOTE #2: **GENERAL CONTRACTORS ONLY:** Payments to Subcontractors with City of Davis business licenses may be deducted from your Total Gross Receipts up to the dollar amount reported by each subcontractor for that calendar year. THIS NET CALCULATION IS YOUR ADJUSTED GROSS RECEIPTS.

PLEASE INITIAL AFTER READING NOTE #2 Applicant's Initials: _____

City of Davis Smoking Ordinance

It is the responsibility of employers to provide a smoke-free workplace for all employees, and to self-certify that their business complies with the no-smoking ordinance. Smoking is prohibited in all enclosed facilities within a place of employment without exception.

Smoking is prohibited in all business places accessible to the public, including, but not limited to: restaurants; bars; outdoor seating areas; stairways; elevators; public restrooms; and all reception and waiting areas.

Smoking is also prohibited within 20 feet of an area or building where smoking is prohibited. These areas include, but are not limited to: entrances and exits to enclosed public areas; indoor and outdoor seating provided by eating establishments and bars.

Business establishments are required to place "No Smoking" signs with letters not less than one (1") in height, or the international "No Smoking" symbol (a pictorial representation of a burning cigarette enclosed in a red circle with a bar across it) at or near all entrances and other locations where smoking is prohibited.

Please note: This is intended as an overview of the Smoking Control Ordinance. For a complete copy of the ordinance, or if you have any questions regarding the ordinance, please contact the City Clerk at (530) 757-5648 or visit www.cityofdavis.org.

Section 4: Confirmation of Gross Receipts (Completed by Business)

I declare under penalty and perjury that the foregoing is true and complete to the best of my knowledge and belief.

Signature

Title

Date