



City of Escalon

BUSINESS LICENSE APPLICATION

BL # _____

CATEGORY _____

- RENEWAL
- NEW BUSINESS

FOR OFFICE USE ONLY

Instructions:

1. All questions must be answered or designated not applicable N/A as appropriate.
2. Incomplete or unsigned forms and/or incorrect fee payments will be returned, and may result in a late penalty.
3. Make checks payable to the City of Escalon.

PLEASE PRINT CLEARLY IN INK ON BOTH SIDES OF THIS FORM

Business Name: _____ (30 Characters Max)

Business Address: _____
(not a PO Box) Number Street City State Zip

Mailing Address: _____
Number Street City State Zip

Business Phone: _____ Cell: _____ Fax: _____

After-Hours Emergency Contact Name: _____ Phone: _____

Please Note: The business information above will be public information, including but not limited to internet publication and public information requests.

Check one: Sole Proprietorship Partnership Ltd Liability Co Corporation

FEIN: _____ (FEIN for Partnership or Corporation. Social Security Number is required for all others).

Please list information regarding the business owner(s) and all partners.

(First Name)	(Last Name)	(Title)	(Telephone Number)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Sellers Permit #: _____ (Sales Tax)	Contractor's License #: _____	Class: _____
	Other license #: _____	Agency: _____

ANSWER THE FOLLOWING:

- Yes No Are you renting Commercial Property to a business? _____
- Yes No Do you pay rent for office, work station, storage, etc space? _____
- Yes No Will business be conducted from your home?
- Yes No Do you have coin-operated machines on premises? If so, how many? _____
- Provide name and address of owners of coin-operated machines: _____
- _____

Full Description of Business: _____

REVERSE SIDE MUST BE COMPLETED AND SIGNED

FOR ACCOUNTING USE ONLY:

Received by: _____ Amount Paid: _____ BL Entered by: _____

Received Date: _____ Receipt #: _____ BL Entered date: _____

CONTRACTORS:

LIST ALL SUBCONTRACTORS (attach additional paper if more space is needed):

SUBCONTRACTOR NAME	MAILING ADDRESS, CITY, ZIP	PAYMENT AMOUNT (estimate if necessary)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

To calculate fees, use category(ies) _____, _____, _____, _____ on the fee sheet.
Please complete the following:

PLEASE PROVIDE ANNUAL GROSS RECEIPTS OR AMOUNT OF JOB: \$ _____
 (If first year of business, please estimate gross receipts)

ALL FEES ARE NONTRANSFERABLE AND NONREFUNDABLE

- APPLICATION FEE** (new license only): Rcvd by: _____ Date: _____ 1. \$ _____
 - LICENSE FEE** (refer to enclosed Fee Schedule): 2. \$ _____
 # of vehicles: _____
 # of machines: _____ (indicate how many per category on enclosed Fee Schedule)
 - ADD \$1 STATE SURCHARGE** (SB 1186): 3. \$ 1.00
- TOTAL AMOUNT DUE** (total of lines 1, 2 & 3): \$ _____

Your business license expires December 31st. Renewal license fee is delinquent on January 31st. Penalty is compounded monthly.

I declare under penalty of perjury that this application has been examined by me and the information provided herein are true and correct.
 Full details regarding business licenses can be found in the Escalon Municipal Code which is available at www.cityofescalon.org

Signature: _____ Print Name: _____ Date: _____

FOR OFFICE USE ONLY:

APPROVALS:	DEPARTMENT	APPROVED	DENIED	DATE	COMMENTS
	PLANNING	_____	_____	_____	_____
	BUILDING	_____	_____	_____	_____
	FIRE	_____	_____	_____	_____
	WATER	_____	_____	_____	_____
	POLICE	_____	_____	_____	_____

Location Type: Residential Commercial

Business Mailing Address:

City of Escalon Contact Information:

Business License Department
 2060 McHenry Avenue
 Escalon, CA 95320
 Ph: (209) 691-7422 Fax: (209) 691-7409
www.cityofescalon.org



ESCALON POLICE DEPARTMENT

Mike Borges, Chief of Police
2040 McHenry Avenue, Escalon, California 95320
Phone: (209) 838-7093 FAX: (209) 838-6561



Premise Record

Name		Address		Hazard			
Phone	Officer Safety			Last Update	By		
Contact 1		Contact 2		Contact 3			
Address		Address		Address			
City		City		City			
Phones		Phones		Phones			
Connection		Connection		Connection			
Will Respond		Will Respond		Will Respond			
Have Key		Have Key		Have Key			
Alarm Company #1		Alarm Company #2		Alarm Company #3		Alarm Company #4	
Classification		Classification		Classification		Classification	
Alarm Type		Alarm Type		Alarm Type		Alarm Type	
Alarm No.		Alarm No.		Alarm No.		Alarm No.	
Phone		Phone		Phone		Phone	
Panel Location		Panel Location		Panel Location		Panel Location	
Reset Code		Reset Code		Reset Code		Reset Code	
Reset Minutes		Reset Minutes		Reset Minutes		Reset Minutes	

PREVIOUS PAGE IS FOR STOREFRONT BUSINESSES IN CITY LIMITS ONLY



CITY OF ESCALON

2060 McHenry Avenue * Escalon, Ca 95320 * Ph# 209-691-7422 Fax# 209-691-7409
www.cityofescalon.org

CITY OF ESCALON CONTACTS

BUILDING & PLANNING

Community Development Department
2060 McHenry Avenue
Escalon, CA 95320
(209) 691-7432

POLICE DEPARTMENT

2040 McHenry Avenue
Escalon, CA 95320
Non-Emergency
(209) 838-7093

FINANCE DEPARTMENT

2060 McHenry Avenue
Escalon, CA 95320
(209) 691-7400

FIRE DEPARTMENT

1749 Coley Avenue
Escalon, CA 95320
(209) 838-7500

COUNTY, FEDERAL AND STATE CONTACTS

SALES TAX/SELLER'S PERMIT

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

FEDERAL EMPLOYER ID NUMBER

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

FICTITIOUS BUSINESS NAME

Recorder's Office
44 N. San Joaquin Street
Second Floor
Stockton, CA 95202
(209) 468-3939

STATE EMPLOYER ID NUMBER

Employment Development Department
(888) 745-3886

HEALTH PERMITS

Environmental Health
600 E. Main Street
Stockton, CA 95202
(209) 468-3420

STATE CONTRACTORS BOARD

(800) 321-2752
www.cslb.ca.gov

NON-PROFIT

Secretary of State
1500 11th Street
Sacramento, CA 95814
www.ss.ca.gov
(916) 653-7244

FRANCHISE TAX BOARD

(800) 852-5711

DEPT OF ALCOHOLIC BEVERAGE CONTROL

aka: ABC
31 E. Channel Street, Room 168
Stockton, CA 95202
www.abc.ca.gov/
(209) 948-7739



CITY OF ESCALON

2060 McHenry Avenue * Escalon, Ca 95320 * Ph# 209-691-7422 Fax# 209-691-7409
www.cityofescalon.org

BUSINESS LICENSE PROCEDURES

All businesses operating within city limits are required to submit a Business License Application. The Business License Application must be completed; both sides (if applies), signed AND dated.

LOCATION	BUSINESS TYPE	APPLICATION FEE	PROCESSING TIME	BUSINESS LICENSE FEE
BASED IN ESCALON CITY LIMITS	OFFICE/STOREFRONT	\$42.00	7-10 BUSINESS DAYS	BASED ON PROJECTED ANNUAL GROSS RECEIPTS
	HOME-BASED	\$42 + \$80 (HOME OCC)	7-10 BUSINESS DAYS	BASED ON PROJECTED ANNUAL GROSS RECEIPTS
	STREET FAIR VENDOR	\$16.00	IMMEDIATE	\$10.00 PER DAY + 1.00
	DOOR-TO-DOOR	\$16.00 + \$58.00 DOJ FEE	CAN TAKE UP TO 30 DAYS	\$10 PER DAY PER PERSON + 1.00 OR \$240 PER YEAR + 1.00
BASED OUTSIDE ESCALON	ALL - ANNUAL LICENSE	\$12.00	IMMEDIATE	BASED ON PROJECTED ANNUAL GROSS RECEIPTS
	STREET FAIR VENDOR	\$16.00	IMMEDIATE	\$10.00 PER DAY + 1.00
	DOOR-TO-DOOR	\$16.00 + \$58.00 DOJ FEE	CAN TAKE UP TO 30 DAYS	\$10 PER DAY PER PERSON + 1.00 OR \$240 PER YEAR + 1.00

OVERPAYMENTS MORE THAN \$5.00 WILL BE RETURNED TO YOU FOR CORRECT PAYMENT AMOUNT.

It is at the discretion of the City whether or not the business license will need to be reviewed by the Chief of Police. If so, the one-time, non-refundable business license application processing fee will be \$16.00. If review is required, please allow **seven to ten business days** for approval. *Once your license has been approved, the Business License Department will contact you. At that time, the business license fee will be due. If you have any questions, please contact the Business License Department at (209) 691-7422.*

If applicable, the following must be turned in with the Business License Application:

- copy of Drivers License or Contractor's License
- copy of Fictitious Business Name Statement
- copy of Resale License
- copy of current Health Permit
- copy of ABC License
- inspection by the Building Official, Al Silva...inspection line: 691-7464

Mr. Silva is in **Tuesdays & Thursdays 8am – 10am**. Leave a message and include your name, business address for inspection, day/date you would like the inspection and a telephone number if he needs to reach you. Mr. Silva checks his messages as soon as he arrives in the office at 8am on the above mentioned days, makes a list of inspections to do, and leaves the office to complete his inspections. *Inspections are performed 8am – 10am unless otherwise arranged.*

- inspection by the Escalon Fire Department...contact: Terry Pinheiro 838-7500

Please submit your application in person or by mail to:

City of Escalon
2060 McHenry Ave.
Escalon, CA 95320

CITY OF ESCALON

SCHEDULE OF BUSINESS LICENSE FEES & RATES

Article III of the Escalon Municipal Code, Chapter 5

INSTRUCTIONS: Based on your city assigned category, use the schedule below to calculate your annual fee.

CATEGORY CODE 4A, 4B & 4C - Gross receipts schedule: if you were in business for the entire preceding calendar year, current year fee is to be based on the prior year's gross receipts. If you were in business less than one year, please estimate your annual receipts.

ADD \$1.00 SB1186 FEE TO ALL CATEGORIES

Category 4A			Category 4B			Category 4C		
Misc. Businesses, Trades, Occupations &			Professional Services, Personal Services, Arts/Crafts			Livestock/Poultry Feed Wholesaling &		
Gross Receipts		Fee	Gross Receipts		Fee	Gross Receipts		Fee
0	19,999.99	20.00	0	9,999.99	25.00	0	99,999.99	25.00
20,000.00	29,999.99	22.00	10,000.00	19,999.99	37.50	100,000.00	199,999.99	37.50
30,000.00	44,999.99	25.00	20,000.00	29,999.99	50.00	200,000.00	299,999.99	62.50
45,000.00	99,999.99	40.00	30,000.00	39,999.99	65.00	300,000.00	399,999.99	87.50
100,000.00	149,999.99	60.00	40,000.00	49,999.99	80.00	400,000.00	499,999.99	112.50
150,000.00	249,999.99	100.00	50,000.00	and over	100.00	500,000.00	599,999.99	137.50
250,000.00	and over	125.00				600,000.00	799,999.99	175.00
						800,000.00	and over	200.00

4EA	Fixed place of business outside city limit	# of Vehicles: _____	\$ 50.00	per commercial vehicle
4EB	Fixed place of business within city limit	# of Vehicles: _____	\$ 36.00	per commercial vehicle
4E3	Mobile food vendor	# of Vehicles: _____	\$ 150.00	per vehicle
4F	Outside city limit - truck/transport	# of Vehicles: _____	\$ 50.00	per vehicle
4GC	More than \$0.10 vending - edibles	# of Machines: _____	\$ 10.00	per machine
4G3	Other merchandise	# of Machines: _____	\$ 4.00	per machine
4G6	Oil storage tank stations		\$ 100.00	per year
4G7	Advert - billboards, signs, etc		\$ 120.00	per year
4H1	Processed food - canned, dried, etc.		\$ 200.00	per year
4H2	Processed food - dairy/no retail sale		\$ 200.00	per year
4H	Shipping non-processed vegetables	# of Vehicles: _____	\$ 60.00	per vehicle
5F	Machines/games for skill/amusement	# of Machines: _____	\$ 72.00	per machine
5G	Amusement/music boxes & mechanical devices	# of Machines: _____	\$ 24.00	per machine
5O	Junk dealer/collectors/2nd hand		\$ 100.00	per year
5S	Taxi cab & ambulance services	# of Vehicles: _____	\$ 50.00	per vehicle

For any license with a fixed place of business in the city, the maximum license fee shall be \$200.00 per annum.

FOR ANY OTHER CATEGORIES NOT LISTED ABOVE, CONTACT THE BUSINESS LICENSE DEPARTMENT FOR FEE AT (209) 691-7422.

****Attention Business Owners****

Senate Bill (SB) 1186 was signed by the Governor on September 19, 2012. SB 1186 requires local agencies to impose a \$1.00 state surcharge on new and renewed business licenses and to provide applicants with information regarding accessibility requirements. Please note that \$1.00 has been added to your business license tax for the State surcharge. The required information is given below:

SB 1186 (beginning 1/1/2013)

Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies:

The Division of the State Architect at www.dgs.ca.gov/dsa/Home.aspx.

The Department of Rehabilitation at www.rehab.cahwnet.gov.

The California Commission on Disability Access at www.cdda.ca.gov.

CITY OF ESCALON

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CONTRACTORS AND SUBCONTRACTORS

Category 4D1			Category 4D2					
Fixed place of business within city limits			Fixed place of business outside of city limits					
Gross Receipts		Fee	Gross Receipts		Fee	Gross Receipts		Fee
0.00	24,999.99	20.00	0.00	24,999.99	25.00	400,000.00	449,999.99	265.63
25,000.00	49,999.99	25.00	25,000.00	49,999.99	31.26	450,000.00	499,999.99	296.88
50,000.00	99,999.99	37.50	50,000.00	99,999.99	46.88	500,000.00	599,999.99	345.75
100,000.00	149,999.99	62.50	100,000.00	149,999.99	78.12	600,000.00	699,999.99	418.75
150,000.00	199,999.99	87.50	150,000.00	199,999.99	109.38	700,000.00	799,999.99	468.75
200,000.00	249,999.99	112.50	200,000.00	249,999.99	140.62	800,000.00	899,999.99	531.25
250,000.00	299,999.99	137.50	250,000.00	299,999.99	171.88	900,000.00	999,999.99	593.75
300,000.00	349,999.99	175.00	300,000.00	349,999.99	218.76	1,000,000.00	and over	625.00
350,000.00	399,999.99	187.50	350,000.00	399,999.99	234.38			
400,000.00	and over	200.00						

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