

BUSINESS LICENSE APPLICATION CITY OF ORANGE

www.cityoforange.org

OUTSIDE BUSINESSES (Not Contractors)

Business License 300 E. Chapman Ave Phone (714) 744-2270 Fax (714) 288-2170

> P.O. Box 11024 Orange CA 92856-8124

PRINT IN BLACK OR BLUE INK ONLY

CITE NO.

ACCOUNT NO. ☐ New Application ☐ Previous City of Orange Business License # ☐ Change to Existing Orange Business License ☐ Change of Address (\$5 Move Fee) Previous address ____ ☐ Change of Name – Previous Name _ Business Name or Dba Business Address (Do not use P.O. Box) 3 Unit/Suite/Apt # 4 City, State, Zip Code 5 Mailing Address (if different from above) Business Owner or Corporation Name Sole-Proprietor ☐ Corporation ☐ LLC ☐ Partnership ☐ Other 8 Business Phone 10 Federal Tax ID # **Business Fax** 9 Social Security # (Sole Owner) 11 State License Number / Class / Exp. Date 12 Starting Date in Orange 13 # Employees: 14 Detailed Description of Job or Business Activity in Orange Job Location in Orange (if applicable) Value of Job (if applicable) Motor Carrier Permit # (copy required) \$ What percent (%) of your business is: Service Wholesale _ Delivery / Transportation 19 E-mail Website 20 Seller's Permit or Resale # Owner, President, or Partner's Name 22 Contact Name & Title Residential Address Drivers Lic # Residential Address City, State, Zip Code Cell or Home Phone City, State, Zip Code Home Phone 23 Emergency Contact Phone I hereby certify under penalty of perjury that the above information is correct and I am an authorized representative of this business. I understand that this application does not license me to operate until I have fulfilled all requirements of the Orange Municipal Code. I agree to conduct all phases of this business in conformance with all applicable laws, ordinances and regulations established for such business/professions. Signature: _ Name: Title:_

SEE TAX SCHEDULE ON REVERSE SIDE FOR AMOUNT DUE WITH APPLICATION

TAX SCHEDULE:	TYPE:	LINKED	VISA / MC / CASH / CK #	EXPIRATION DATE:
REMARKS:				TOTAL DUE:

Note: You are responsible to keep your Business License current, even if you do not receive a Renewal notice.

CLASSIFICATION / TAX SCHEDULE	MINIMUM	APPLICATION**	TOTAL DUE	ANNUAL RENEWAL TAX
(For businesses based outside Orange)	TAX	& STATE FEES*		(Plus Renewal & State Fees*)
RETAIL	\$35.00	\$47.00	\$82.00	Based on gross receipts
OUTSIDE SERVICE Gross Receipts	\$35.00	\$47.00	\$82.00	Based on gross receipts
OUTSIDE SERVICE Flat Tax	\$50.00	\$47.00	\$97.00	Flat Tax \$50.00
MANUFACTURING / WHOLESALE	\$25.00	\$47.00	\$72.00	Based on gross receipts

- For further information on payments, call (714) 744-2270
- Contractors: Please use the Contractors Application and refer to the Contractors' Tax Schedule. If you use this Outside Businesses Application, it will not be accepted.
- When renewing your business license, please report only the gross receipts earned in the City of Orange.
- Gross Receipts per OMC 5.10.010, 5.12.050, and 5.14
- Make checks payable to: City of Orange
- Visa and MasterCard accepted. Fax to: (714) 288-2170
- **Application Fee (\$46.00) is non-refundable
- *State Mandated Fee (\$1.00) for Disability Access & Education Revolving Fund:

On September 19, 2012, Governor Brown signed into law Senate Bill 1186, adding a state fee of \$1.00 to any application or renewal for a business license/permit, effective January 1, 2013. This fee will provide a funding source for increased education on disability access and compliance with construction-related accessibility requirements to facilitate compliance with the federal and state disability laws.

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.ccda.ca.gov.

CITY OF ORANGE OFFICES:

Location: 300 E. Chapman Ave., Orange, CA 92866
Mailing Address: P.O. Box 11024, Orange, Ca 92856-8124

Hours: 7:30 a.m. - 5:30 p.m. Monday – Thursday (See website for open Fridays)

Website: <u>www.cityoforange.org</u>

Business License Division (714) 744-2270 Code Enforcement (714) 744-7244 **Building Department** (714) 744-7200 Police Department (714) 744-7390 **Building Inspection Request** (714) 744-7216 Fire Department (714) 288-2500 Water Plant Planning and Zoning (714) 744-7220 (714) 288-2475

CREDIT CARD AUTHORIZATION

(CREDIT CARD PAYMENTS WILL NOT BE ACCEPTED FOR LESS THAN \$15.00 OR IN EXCESS OF \$5,000.00)

M/C	Exp. Date:		Amount Authorized:	\$	
Visa	Exp. Date:		Security Code (last 3 digits on back of card):		
Name on Card:			Work Phone: ()	
Signature:			Home Phone: ()	
Billing Address:					
Street		City		State	Zip