

LICENSE SERVICES

SIC Code

Issued By

Issue Date

Expiration Date

214 South C St., Oxnard, CA 93030-5790 Phone (805) 385-7817 Fax (805) 385-7836

BUSINESS TAX CERTIFICATE APPLICATION

MUST APPLY IN PERSON

Classification: 2806: JUNK COLLECTING Type of Application: New Business
Rate Code: 05: JUNK COLLECTOR

	LEARLY AND COMPLETE . Dxnard city limits must comply with						
*Business Name (DBA)			ss Starting Date	Federal Tax ID	CA Employer ID		
*Corp., Partnership, Trust, LLC or LP Name - if different from above			ss Telephone	State Resale #			
*Business Address *City		*State *Zip Code		*Type of Ownership (check one): Sole Proprietorship LP			
*Mailing Address (if different from above) *City		*State *Zip Code		Corporation Partnership	☐ LLC ☐ LLP		
mail Address	1	Detailed	description of pro	posed business operation			
	# of Vehicles						
C	for each owner, member or office	er. Attach a	dditional sheet if n		O 1		
equired for Sole Proprietorships Full Legal Name	, Trustee and Partnerships. Other	*Title	vnership types nee	d only provide Full Legal Name, Social Security Number	Title and Home Telephone. Home Telephone		
ruii Legai Naille		Title		Social Security Number	Home relephone		
ome Address	City	State	Zip Code	Date of Birth	Driver License		
Full Legal Name		*Title		Social Security Number	Home Telephone		
ome Address	City	State	Zip Code	Date of Birth	Driver License		
ttps://data.oxnard.org). leclare under penalty of perjury	arked with an asterisk (*) are proventient the information and statement application may result in the revoc	nts containe	d herein are true a	and correct to the best of my know	wledge and belief. I am aware th		
Date Signature of Owner, Member, To			rustee or Officer Title				
Tax/Fee Calculation usiness Tax	Plannir	ng Divisior	1	Trans	mittal Tracking From		
usiness Tax	Approved Denie	ed*	Date		FIOIII		
enalty Fee	Zone Clearance #		1	Co./Dept.	Co City of Oxnard		
mendment Fee	Home Occupation Clearance #			Phone	Phone		
rocessing Fee	Planner signature			Fax	Fax (805) 385-7836		
otal Tax/Fee Due	Applicant signature*			Email	Date # Pages		
	FOR LIC	CENSE S	ERVICES US	E ONLY			
Control #	Tax Cert. #	No	otes				

IMPORTANT INFORMATION

BUSINESS TAX CERTIFICATE

A Business Tax Certificate is required to operate a business within the City of Oxnard. Business Tax Certificates are issued on an annual basis. The Business Tax Certificate will expire on the last day of the month prior to your anniversary month. Businesses that conduct business prior to submitting their application may be subject to a penalty.

The City will send a Renewal Notice, however; it is your responsibility as the business owner to renew before the last day of your anniversary month. Penalties are assessed for delinquent accounts, regardless of whether you receive a Renewal Notice or not. If you do not receive a Renewal Notice prior to the expiration date of the Tax Certificate, please contact Licensing Services immediately.

PENALTIES

If a person fails to pay a business tax when due, a penalty of 10% or \$10 per month of the total tax due, whichever is greater, will be assessed (not to exceed 50%).

DO I NEED TO COME IN PERSON TO APPLY?

If your business is located within the city limits of Oxnard, you MUST apply in person to go through Planning and Zoning (Planning) approval.

PHYSICAL ADDRESS

Before going to any public agency you should have an exact address for the proposed business. Having an accurate site location is crucial for receiving the correct zoning information and for filing various documents and permits. Private mailbox addresses are for mailing purposes only and cannot be used as a physical business address.

HOME OCCUPATION AND ZONE CLEARANCE PERMITS

Persons using their home as a business address must also obtain a Home Occupation Permit from Planning. Every business located in a commercial location within the City must also obtain a Zone Clearance Permit from Planning to confirm the building you intend to occupy is suitable for your type of business. The application forms are available at Licensing Services. However; rules & regulations and any questions regarding the Home Occupation Permit and Zone Clearance process should be directed to Planning. The Home Occupation Permit and Zone Clearance are a one-time fee unless you move within the City.

BUSINESS TAX CERTIFICATE COST

The cost of the Business Tax Certificate is based on the type of business and is calculated either on a flat rate or gross receipts, depending on your type of business. If the business tax is calculated on gross receipts, you will be required to provide a 12- month estimation of gross receipts. Each year thereafter you will be required to remit proof of gross receipts to renew.

EXEMPTIONS

If you collect retirement benefits, are a non-profit organization, have a valid Public Utilities Commission (PUC) Permit or Motor Carrier Permit (MCP), you may be exempt from the requirement to pay a business tax. Please contact Licensing Services to discuss.

MORE THAN ONE BUSINESS

You shall obtain a separate Business Tax Certificate for each separate type of business conducted at the same or different locations. You may be eligible for a branch establishment Business Tax Certificate, provided the branch location is not operating as an itinerant merchant. Please contact Licensing Services for further information.

DANCING & ENTERTAINMENT

Any establishment which conducts or offers dancing and entertainment must obtain a Dance Permit and Business Tax Certificate for entertainment. If your establishment only offers entertainment; you must obtain a separate Business Tax Certificate for entertainment. Any dancing or entertainment with alcohol in a commercial location that has more than 50 persons in attendance requires security personnel.

VENDORS: SOLICITORS/PEDDLERS

If you solicit or peddle in Oxnard an additional Business Tax Certificate is required. In addition, solicitors/peddlers going door to door in the residential areas of Oxnard are required to obtain a Vendor Permit. Contact Licensing Services for further information.

TOBACCO RETAILER PERMIT

A Tobacco Retailer Permit is required for any business that sells tobacco, tobacco products or tobacco paraphernalia in the City and maintains a valid State Tobacco Retailer's License issued by the Board of Equalization (BOE).

SIGNS

Check with Planning BEFORE using or installing any type of permanent or temporary sign including those on walls, windows, banners and captive balloons.

FORMS OF PAYMENT

We accept Check, Cash, Visa or MasterCard as forms of payment.

DISABILITY ACCESS 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 www.dgs.ca.gov/dsa/home.aspx, www.rehab.cahwnet.gov, and www.ccda.ca.gov.

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2016-17 SCHEDULE OF RATES TAXES

Rate Code

05

Rate Code Description: JUNK COLLECTOR

EXPIRATION AND PENALTIES

The Business Tax Certificate will expire on the last day of the month prior to your anniversary month. If a person fails to pay a business tax when due, a penalty of 10% or \$10 per month of the total tax due, whichever is greater, will be assessed (not to exceed 50%).

Tax Schedule only valid to June 30, 2017

*Total tax due not final until approved by licensing

				Total tax due no	t iiilai uiitii appi	oved by licensing				
The	business tax is calculated based on the nu	mber of vehicles.								
1.	Number of vehicles		X	\$ 313.00	= \$.00				
2.	Add penalty – see penalty section above	Line 1 X penalty _		_%	+ \$	<u>. </u>				
3.	SB 1186* State-mandated disability access	+ \$	1.00							
4.	Add processing fee – processing fee must	+ \$	25.00							
5.	Total business tax/fee due – add lines 1, 2	* = \$	<u> </u>							
*I In				ed City Code section 11-14).	ity that applies	to all				
*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 Division of the State Architect at www.dgs.ca.gov/dsa/home.aspx, the Department of Rehabilitation at www.rehab.cahwnet.gov, and the California Commission on Disability Access at www.ccda.ca.gov.										
I d	eclare under penalty of perjury that the inform	ation above is true, cor	rect a	nd complete.						
Naı	ne of Business				City Tax Cert. #	Control #				
Sig	nature Date	Print Na	ame	Title		Telephone Number				