Remit To: City of Ceres • c/o Avenu Insights & Analytics • 373 East Shaw Ave Box 367 • Fresno, CA 93710
Toll Free Phone: (866) 240-3665 • Fax: (855) 219-4338 • Email: muniblsupport@avenuinsights.com

*NOTIFICATION: AREAS SHADED IN GRAY SHALL BE CONSIDERED PUBLIC INFORMATION PER THE CALIFORNIA PUBLIC RECORDS ACT AND CA.BUS. & PROF. CODE § 16000.1. If Applicant's business mailing address is a residential address, that address will be subject to public disclosure unless Applicant provides a different address (e.g. PO Box) where the Applicant consents to receive service of process.
CALIFORNIA PUBLIC RECORDS ACT INFO: https://www.boe.ca.gov/info/publicrecords.htm.
CALIFORNIA AB 2184: https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill=id=201720180AB2184

TYPE OF APPLICATION

Select One*

☐ New Annual/Quarterly License Application (New Business Rates) ☐ Temporary License Application
☐ Change of Physical Address ($15.00 fee to update address) ☐ Change of Ownership (New Business Rates)
☐ Name Change (No Change in FEIN. $15.00 fee to update name) ☐ Name Change (With FEIN Change. New Business Rates)
☐ Reopening of Closed Account ($35.00 reopening fee applies to Mill Businesses + CASp Fee + Any Outstanding License Fees)

Select One:

☐ Business will be physically located within the city limits of Ceres and/or have a commercial space in the city limits of Ceres.
☐ Business is physically located outside of the city limits of Ceres but will be conducting business within the city limits of Ceres via agents, employees, deliveries, etc.

BUSINESS INFORMATION

Legal Business Name: ____________________________ Federal ID #: ____________________________

DBA (Doing Business As): ____________________________ Is this a Home-Based Business? ☐ Yes ☐ No

Business Phone: ______________ Alternate Phone: ______________ Fax: ______________

Business Mailing Address: (Address or PO Box – See guidelines at top of application in gray) (City) (State) (Zip)

Business Physical Location: (Street-No PO Box) (City) (State) (Zip)

Initial one:

_____ (initial) The business physical location or job site address provided above IS NOT a residential address.

_____ (initial) The business physical location or job site address provided above IS A RESIDENTIAL ADDRESS.

Ownership Type: ☐ Sole Proprietorship (Individual)* ☐ General Partnership* ☐ Corporation ☐ LLC ☐ LLP ☐ Other

*All Sole Proprietorship and Partnerships are required to provide a copy of government issued identification.
(Examples: Passport, Driver’s License, DMV issued ID, Matricula Consular)

Please describe your business activity in detail:
__________________________________________________________

Business Email: ____________________________ Business website: ____________________________

Contractor State License #: ____________________________ State Tax ID #: ____________________________ State Resale #: ____________________________

Primary Contact’s Name: ____________________________
(First Name) (Middle Initial) (Last Name)

Primary Contact’s Address:
(Street-No PO Box) (City) (State) (Zip)

Primary Contact’s Phone: ____________________________ Primary Contact’s Email Address: ____________________________

Owner’s Name: ____________________________
(First Name) (Middle Initial) (Last Name)

Owner’s Address: ____________________________
(Street-No PO Box) (City) (State) (Zip)

Owner’s Phone: ____________________________ Other Phone: ____________________________ Owner’s Email: ____________________________

Pursuant to CA. Bus. & Prof. Code § 16000.1, provide AT LEAST ONE of the following forms of ID (required):

SSN: ____________________________ Valid CA DL issued by DMV: ____________________________ Valid CA ID #: ____________________________

Taxpayer ID # issued by the IRS: ____________________________ Municipal Identification #: ____________________________ Issued by: ____________________________
City of Ceres (9916) – Application for New Business

**CALCULATE LICENSE AMOUNT DUE - Required for all applicants.**

**Step 1:** Mill Tax Calculations - Retail Merchants, All Contractors, Professions & Services, Wholesalers & Manufacturers, Residential Hobby (If applicable – *See Fee Schedule at the end of this application* for a list of schedules/descriptions and tax rates in this category.)

<table>
<thead>
<tr>
<th>Schedule Code</th>
<th>Description/Additional Information</th>
<th>License Fee Due</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Step 2:** Unit Count Based Accounts or Temporary Licenses (If applicable – *See Fee Schedule at the end of this application* for a list of schedules/descriptions and tax rates in this category.)

<table>
<thead>
<tr>
<th>Schedule Code</th>
<th>Description/Additional Information</th>
<th>Unit Count Required for Calculation</th>
<th>License Fee Due</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Information for Unit Based Calculations:
Examples of Unit Count = # of Days, # of weeks, # of rooms/rental units, etc. as required for the calculation of the license fee

**Step 3:** Flat Rate Based Accounts (If applicable – *See Fee Schedule at the end of this application* for a list of schedules/descriptions and tax rates in this category.)

<table>
<thead>
<tr>
<th>Schedule Code</th>
<th>Description/Additional Information</th>
<th>License Fee Due</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Step 4:** Misc Administrative Fees: *(If applicable - For previously registered businesses in Ceres only)*

- (4) $ _____________
- (4) $ _____________
- (4) $ _____________
- (4) $ _____________
- (4) $ _____________

**Step 5:** Add Business License Application Fee *(Required for New Businesses)*:

(5) $ _____________

**Step 6:** Add CASp Fee *(Required)*:

(6) $ 4.00

**Step 7:** Total Amount Due *(Sum amounts from Steps 1, 2, 3, 4, 5 and 6)*:

(7) $ _____________

Make check payable to: Tax Trust Account

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**SWORN STATEMENT**

I acknowledge that the City of Ceres’ issuance of a Business License and payment of Business License Tax does not entitle me/authorized representative to conduct any business in the City that is in violation of any applicable laws. I further acknowledge that the City of Ceres’ issuance of a Business License does not waive the City of Ceres’ right in any way to enforce compliance with applicable laws against me/authorized representative. I hereby certify, under penalty of perjury, that the information in this application is true, correct, and complete to the best of my knowledge and belief. I agree to comply with all applicable laws and ordinances regulating the operation of this business.

Signature of Business Owner/Authorized Representative
Printed Name
Date

On September 19, 2012, Governor Brown signed Senate Bill 1186 (SB 1186) into law. SB 1186 is intended to increase disability access, encourage compliance with construction-related accessibility requirements, develop education resources for businesses, and facilitate compliance with Federal and State disability laws. From January 1, 2013, and until December 31, 2017, cities and counties were required to collect a State mandated fee of $1.00 from “any applicant for a local business license or equivalent instrument or permit, and from any applicant for the renewal of a business license or equivalent instrument or permit.” Assembly Bill 1379 was passed on October 11, 2017 which extends the assessment of the fee indefinitely and also the State mandated fee from $1.00 to $4.00 from January 1, 2018 until December 31, 2023. The City is required by law to inform you of the following: 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: https://www.dgs.ca.gov/DSA; The Department of Rehabilitation at: https://www.dor.ca.gov; The California Commission on Disability Access at: https://www.dds.ca.gov/DDA

*All New Business, Change of Ownership and Location Change applications must be approved by the City of Ceres prior to a license being issued. Your application will be submitted to the City for review. Once approval has been received and all other criteria requirements have been met, Avenu Insights & Analytics will be authorized to release your license. Official issuance of an authorized license could take up to 30 days for processing and review if all other requirements are met for issuance.*

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**FOR CITY USE ONLY**

Comments/Notes: □ FINAL APPROVAL RECEIVED □ FINAL NOT APPROVED □ FINAL NOT REQUIRED

Amount Collected: $ _____________ Method: □ Cash □ Check Date: _______ Received By: _______

**Approved By:**
Planning: Date: _____________
Remarks: _____________

Building: Date: _____________
Remarks: _____________

Fire: Date: _____________
Remarks: _____________

Police: Date: _____________
Remarks: _____________

Public Works: Date: _____________
Remarks: _____________
Every business is required to have a business license. An application must be made to the Finance Officer stating the party to whom the license is issued, the nature of the trade or business to be pursued and place of business. New business license applicants are required to pay a non-refundable application review fee of $30.00 and the applicable business license tax (see business license classifications below to determine tax).

Business license are not assignable or transferable.

For the protection of the public, various types of business operations are regulated through the City of Ceres Police, Fire, Building, Planning, Public Works Departments or the Stanislaus County Health Services Agency. Your business may or may not be so regulated.

The law provides that a Business License is necessary before any business, occupation, or calling is conducted within the City. A City of Ceres Business License is required even though the business may be located outside the City or have a Business License from another City.

A separate license must be obtained for each branch, location or type of business operating in one location.

All Business Licenses must be displayed at a fixed location. For businesses that do not have a fixed place, the responsible party must carry the Business Licenses on his/her person.

### Schedule

<table>
<thead>
<tr>
<th>Schedule Code</th>
<th>Description/Additional Information</th>
<th>Business License Fee Due for NEW APPLICATIONS ONLY</th>
<th>Calculation Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.00</td>
<td>Ambulance</td>
<td>$45.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>13.00</td>
<td>Amusements – Carnival</td>
<td>$100/day</td>
<td>Unit Based</td>
</tr>
<tr>
<td>13.01</td>
<td>Amusements – Circus</td>
<td>$100/day</td>
<td>Unit Based</td>
</tr>
<tr>
<td>13.02</td>
<td>Amusements – Merry-Go-Rounds, Ferris Wheels, and Other Mechanical Rides (when not operated as part of a carnival or circus)</td>
<td>$15/day</td>
<td>Unit Based</td>
</tr>
<tr>
<td>13.03</td>
<td>Amusements – Moving Picture/Theatrical Show (fixed place within City limits)</td>
<td>$50/quarter</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>13.04</td>
<td>Amusements – Moving Picture/Theatrical Show (other than those having a fixed place within the City limits)</td>
<td>$15/day</td>
<td>Unit Based</td>
</tr>
<tr>
<td>13.05</td>
<td>Amusements – Public Dance (where admission is charged)</td>
<td>$20/day</td>
<td>Unit Based</td>
</tr>
<tr>
<td>13.06</td>
<td>Amusements – Traveling Side Show</td>
<td>$100/day</td>
<td>Unit Based</td>
</tr>
<tr>
<td>14.00</td>
<td>Auctioneer, Itinerant</td>
<td>$45/day</td>
<td>Unit Based</td>
</tr>
<tr>
<td>15.00</td>
<td>Billboards</td>
<td>$45.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>50.50</td>
<td>Bingo</td>
<td>$50.00 – Must be pre-approved.</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>16.00</td>
<td>Christmas Trees</td>
<td>$45.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>2.01</td>
<td>Contractors (Accounts opening between April 1st through September 30th)</td>
<td>$30.00 Fee - New Business Applications Renewals – Based on Gross Receipts</td>
<td>Mill Tax</td>
</tr>
<tr>
<td>2.02</td>
<td>Contractors (Accounts opening between October 1st through March 31st)</td>
<td>$15.00 Fee - New Business Applications Renewals – Based on Gross Receipts</td>
<td>Mill Tax</td>
</tr>
<tr>
<td>17.00</td>
<td>Day Care/Nurseries · (Eight or more children)</td>
<td>$30.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>18.00</td>
<td>Delivery by Vehicle – Multiple deliveries (based outside of the City limits)</td>
<td>$30.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>18.01</td>
<td>Delivery by Vehicle – Towing (based outside of the City limits)</td>
<td>$30.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>19.00</td>
<td>Fortune Telling, as defined in Section 9.32.102</td>
<td>$75.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>12.00</td>
<td>Merchant Patrol Services</td>
<td>$30.00</td>
<td>Flat Rate</td>
</tr>
<tr>
<td>3.01</td>
<td>Professions &amp; Services (Accounts opening between April 1st through September 30th)</td>
<td>$30.00 Fee - New Business Applications Renewals – Based on Gross Receipts</td>
<td>Mill Tax</td>
</tr>
<tr>
<td>3.02</td>
<td>Professions &amp; Services (Accounts opening between October 1st through March 31st)</td>
<td>$15.00 Fee - New Business Applications Renewals – Based on Gross Receipts</td>
<td>Mill Tax</td>
</tr>
</tbody>
</table>

*Residential Hobby and Downtown Revitalization Assessment Area are not available online. Paper return is required.*
<table>
<thead>
<tr>
<th>Schedule Code</th>
<th>Description/Additional Information</th>
<th>Business License Fee Due for New Applications Only</th>
<th>Calculation Type</th>
</tr>
</thead>
</table>
| 20.00         | Rental or Lease of Property - Apartment House/Rental Unit | Apartment House/Rental Unit (2-5) = $15  
Apartment House/Rental Unit (6-9) = $20  
Apartment House/Rental Unit (10-20) = $25  
Each additional 10 units or fractional part thereof = $10 | Unit Based |
| 20.01         | Rental or Lease of Property - Boarding or Lodging Houses | Two Persons = $15  
Each additional person (maximum of 6) = $5 per person | Unit Based |
| 20.04         | Rental or Lease of Property - Commercial | No fee at this time | n/a |
| 20.05         | Rental or Lease of Property - Industrial | No fee at this time | n/a |
| 20.03         | Rental or Lease of Property - Mobile Home Park/Trailer Court | 20 units or less = $25  
Each additional 10 units or fractional part thereof = $10 | Unit Based |
| 20.06         | Rental or Lease of Property - Single Family Residence | No fee at this time for one unit. A person/business renting or leasing two or more units including single family residences is required to obtain a business license. | n/a |
| 20.02         | Rental or Lease of Property - Hotel, Motel, Cabin Court | 20 rooms or less = $25  
Each additional 10 rooms or fractional part thereof = $10 | Unit Based |
| 5.00          | Residential Hobby - Gross receipts are less than $2,000/fiscal year* | $30.00 * | Mill Tax* |
| 1.01          | Retail Merchants (Accounts opening between April 1st through September 30th) | $30.00 Fee - New Business Applications Renewals – Based on Gross Receipts | Mill Tax |
| 1.02          | Retail Merchants (Accounts opening between October 1st through March 31st) | $15.00 Fee - New Business Applications Renewals – Based on Gross Receipts | Mill Tax |
| 21.00         | Snow-Cone, Ice Cream or Food Vehicle - Ice Cream Trucks, & Vending Machines (based outside City limits) | $30.00 | Flat Rate |
| 22.00         | Soliciting and Peddling – For soliciting or selling newspapers or magazines | $15.00 | Flat Rate |
| 22.01         | Soliciting and Peddling – QUARTERLY - For all other merchandise or wares not otherwise exempt or taxed under this chapter***Options available to pay either on quarterly, weekly or daily basis | Option 1 – Quarterly  
$50/quarter | Flat Rate |
| 22.03         | Soliciting and Peddling – DAILY - For all other merchandise or wares not otherwise exempt or taxed under this chapter***Options available to pay either on quarterly, weekly or daily basis | Option 3 – Daily  
$15/day | Unit Based |
| 22.02         | Soliciting and Peddling – WEEKLY - For all other merchandise or wares not otherwise exempt or taxed under this chapter***Options available to pay either on quarterly, weekly or daily basis | Option 2 – Weekly  
$30/week + $1 CA Senate Fee | Flat Rate |
| 23.00         | Tree Trimming/Yard Care/Trash Hauling/Janitorial (based outside City limits) | $30.00 | Flat Rate |
| 24.00         | Vendors - Itinerant Vendor | $30/day | Flat Rate |
| 4.01          | Wholesalers & Manufacturers (Accounts opening between April 1st through September 30th) | $30.00 Fee - New Business Applications Renewals – Based on Gross Receipts | Mill Tax |
| 4.02          | Wholesalers & Manufacturers (Accounts opening between October 1st through March 31st) | $15.00 Fee - New Business Applications Renewals – Based on Gross Receipts | Mill Tax |

**Misc Administrative Fees/Other Fees**

- New Application Fee (applies to all new business applications – one time basis) = $30.00 - Application fee and licensing fee must be paid together when your application is submitted.
- CASp Fee = Applies to all new and renewal business licenses and is required annually.
- License Reprint/Duplicate License Fee = $15.00
- Change of Physical Address = $15.00 – Must complete a new application and have it signed off by Building/Planning. Upon approval and payment of the fee, the license will be updated and reissued.
- Name Change Only = $15.00 - Must complete a new application and have it signed off by Building/Planning. Upon approval and payment of the fee, the license will be updated and reissued.
- Change in Ownership – Must complete a new application. Business licenses are non-transferable.
- Reopening of Closed Account = $35.00 – Charged on gross receipts (mill tax) based businesses only.
- Mill Tax Licenses pay an annual $35.00 renewal fee.
- Failure to pay a business tax prior to delinquent date will result in a 10% penalty per month. Max 30% per quarter.
- Downtown Revitalization Area – See DRA form for rates. Additional filing/payment required for only those businesses located in the Downtown Revitalization areas.*

*Residential Hobby and Downtown Revitalization Assessment Area are not available online. Paper return is required.