CITY OF DINUBA
1088 E. KAMM AVENUE
DINUBA, CA 93618
559 591-5906 FAX 559 595-1922

BUSINESS LICENSE APPLICATION

Instruction on the other side of this form

BUSINESS NAME: _____ DATE: _____

BUSINESS LOCATION: _____

BUSINESS MAILING ADDRESS: _____

BUSINESS PHONE: _____

BUSINESS DESCRIPTION: _____

BUSINESS TYPE: WHOLESALE( ) RETAIL( ) MANUFACTURING( ) SERVICE( )

FEDERAL I.D. OR SOCIAL SECURITY NUMBER: _____
STATE IDENTIFICATION NO: _____ SALES TAX NO: _____

WILL ALCOHOLIC BEVERAGES BE SOLD OR SERVED ON PREMISES? _____
WILL THERE BE A BURGLARY AND/OR ROBBERY ALARM SYSTEM? _____

OWNERSHIP TYPE: INDIVIDUAL ( ) PARTNERSHIP ( ) CORPORATION ( )

NAME TITLE ADDRESS PHONE

NAME TITLE ADDRESS PHONE

NAME TITLE ADDRESS PHONE

MANAGER'S NAME: _____
ADDRESS PHONE

PERSON(S) TO CONTACT IN CASE OF EMERGENCY:

1. _____
NAME TITLE ADDRESS PHONE

2. _____
NAME TITLE ADDRESS PHONE

The City of Dinuba requires a certificate of Workers' Compensation, naming the City of Dinuba as certificate holder on all businesses operating within the City. If you do not have workers' compensation insurance, or you do not have employees, please sign the waiver on the other side of this form.

WORKERS' COMPENSATION CARRIER: _____
POLICY NUMBER: _____ EXPIRATION: _____

I CERTIFY THE ABOVE INFORMATION TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: _____ DATE: _____

OFFICE USE ONLY

Category Code _____

Downtown Improvement District? ( )Yes ( ) No

Zone 1 ( ) Zone 2 ( )

DOWNTOWN LICENSE NO.: _____

BUSINESS LICENSE NO.: _____

INSPECTION APPROVALS

Development Services _____ Date: _____
Fire Services _____ Date: _____
Police Service _____ Date: _____
Public Works Serv. _____ Date: _____

BUSINESS LICENSE FEES

Date Paid	Description	Amount
_____	Inspection Fees	$_____
_____	Fire Dept. Inspect.	$_____
_____	Business License	$_____
_____	Downtown Fees	$_____
	Total Fees	$_____

Application accepted by: _____

BUSINESS LICENSE INSTRUCTIONS

This application must be completed in full and returned to the Development Services Department, at least ten (10) days PRIOR to conducting any business activity.

The information requested is mandatory. This application will not be processed if the information required is incomplete. This information will be reported to the Franchise Tax Board, State Board of Equalization and/or Internal Revenue Service.

FEES

- ✘ Upon receipt of your application, you will be charged $71.00 Building Inspection Fee.
- ✘ Upon receipt of your application, you will be charged $57.00 Fire Inspection Fee.
- ✘ If you rent or lease, you will be charged a $50.00 Utility Deposit when you start service.
- ✘ If you are conducting business out of your home, you will be charged for a Home Occupation Permit - $230.00.
- ✘ Business License Fee is based on gross receipts.
- ✘ If you are located in the downtown redevelopment district, you will be charged downtown fees.

You will receive your business license after all fees have been paid and all inspections have been cleared.

Section 5.12.10 states, "....failure to make application for a license for a newly established business on or before the first day any business is carried on or transacted, a penalty of twenty-five percent of the license tax or ten dollars, whichever is more, shall be added; and if not applied for within thirty days from the first day any business is carried on or transacted, a penalty of twenty percent of the license tax or twenty dollars, whichever is more, shall be added."

A new application must be submitted whenever there is a change in ownership or location. Please notify this office immediately if there is any change in the mailing address or operating status of your business.

For further information regarding your business license with the City of Dinuba, please call 559 591-5906. Thank you.

FOR FURTHER INFORMATION REGARDING:

Sales Tax Permit (Resale License)	State Board of Equalization For General Information	559 248-4219 800 400-7115
State Employer's ID Number	Employment Development Department	888 745-3886
Federal Employer's ID Number	Internal Revenue Service	800 829-1040
Fictitious Business Name Filing	Tulare County Clerk	559 636-5051
Tulare County Environmental Health	Tulare County Environmental Health	559 733-6441
Alcoholic Beverage Control Department	State of California Alcoholic Beverage Department	559 225-6334

WORKERS' COMPENSATION WAIVER

CERTIFICATE PURSUANT TO CALIFORNIA LABOR CODE SECTION 3711

NO EMPLOYEES SUBJECT TO LAW

I, the undersigned, certify that the performance of work for which this license is issued, I shall not employ any person in any manner so as to become subject to the Workers' Compensation Law of California.

I, declare under the penalty of perjury under the laws of the State of California that the foregoing is true, and correct and that this declaration was executed on this _____ day of _____, 20__, in _____, California.

BY: _____ _____

(Signature) (Business Name)

EMPLOYEES BUT NO INSURANCE

I, the undersigned, certify that the performance of work for which this license is issued, I do employ persons that are subject to the Workers' Compensation Law of California. Furthermore, I declare that I do not have such Workers' Compensation Insurance for said employees.

I, declare under the penalty of perjury under the laws of the State of California that the foregoing is true, and correct and that this declaration was executed on this _____ day of _____, 20__, in _____, California.

BY: _____ _____

(Signature) (Business Name)

DINUBA FIRE DEPARTMENT

NEW BUSINESS LICENSE PRE-INSPECTION CHECKLIST

This list is a general guideline only for common violations that can be readily determined by the occupant. These items **must** be in compliance prior to your first business license fire inspection. Non-compliant items on this list will not only delay your opening, but could also result in more inspection fees being assessed. Obviously, if your business doesn't have a commercial hood system, fire alarm system or sprinkler system, these items can be ignored. Our goal is to streamline the fire inspection process so you may operate your business as soon as possible. If you are having difficulty complying with any of these items or have any questions, please contact the Dinuba Fire Department. Gary Medders, 559-591-5931, cell 559-217-8873

A. EXITS

____ Door/Aisle is not obstructed
____ Proper lock/hardware on exit door(s) (No surface flush bolts/hasps, etc.)
____ Exit door opens easily
____ Sign over door "This door to remain unlocked during business hours," if main entrance door is equipped with A double-keyed deadbolt
____ Illuminated exit signs maintained in working order
____ Clear access around building maintained
____ Emergency egress lighting maintained in working order
____ Doors with panic hardware shall have no other locking devices.

B. EXTINGUISHERS/FIRE PROTECTION EQUIPMENT

____ Extinguisher(s) installed as required (one minimum 2A: 10BC)
____ Extinguisher(s) has/have been serviced within the last year and a new tag has been attached
____ Extinguisher not obstructed and is easily identified
____ Top of mounted fire extinguisher does not exceed 5' nor any lower than 3' from floor
____ Hood extinguishing system 6 month Service completed
____ Class K extinguisher mounted for hood and duct extinguishing
____ Fire alarm system in proper working order
____ 18" clearance between storage and sprinkler heads

C. ELECTRICAL

____ No extension cords in use in place of permanent wiring
____ There are no spliced or frayed cords/wires
____ Spacer(s) in electrical panel gap(s) provided
____ No broken or faulty switches/outlets
____ No exposed electrical wiring, must be in conduit
____ Electrical panel is not overloaded/obstructed
____ No multi-plug adaptors in use other than approved power taps with over-current protection
____ Circuit breakers are labeled
____ Electrical cords do not extend through walls, ceilings, floors, under floors or floor coverings
____ No missing/broken electrical cover plate(s)

D. APPLIANCES/MECHANICAL DEVICES

____ No Propane cylinders used or stored in building
____ All appliances are properly vented

E. STORAGE/COMBUSTIBLE MATERIAL/HOUSEKEEPING

____ No combustible material stored near ignition source
____ Storage of oily rags in non-combustible container w/lid
____ Flammable liquid properly stored
____ "No Smoking" signs installed as required
____ No accumulation of combustible material
____ Compressed gas cylinders secured
____ Area around building free of combustible material

F. MISCELLANEOUS

____ Street address posted with minimum 3" numbers with contrasting background, visible from street.

NOTE: Businesses will not be permitted to operate without fire department clearance.

CITY OF DINUBA

YEARLY FEE SCHEDULE

Adjusted Gross Receipts for the Year	Yearly Tax Rates According to Classifications			
Dollars	"A"	"B"	"C"	"D"
$ 0 to 12,000	$ 38.00	$ 31.00	$ 31.00	$ 31.00
12,001 to 30,000	56.00	47.00	31.00	31.00
30,001 to 60,000	78.00	63.00	50.00	31.00
60,001 to 90,000	94.00	78.00	63.00	40.00
90,001 to 120,000	110.00	94.00	75.00	50.00
120,001 to 180,000	125.00	106.00	87.00	63.00
180,001 to 240,000	156.00	125.00	100.00	75.00
240,001 to 360,000	187.00	156.00	125.00	94.00
360,001 to 480,000	225.00	187.00	150.00	113.00
480,001 to 600,000	263.00	219.00	175.00	131.00
600,001 to 720,000	300.00	250.00	200.00	150.00
720,001 to 840,000	338.00	281.00	225.00	169.00
840,001 to 960,000	375.00	313.00	250.00	187.00
960,001 to 1,080,000	413.00	344.00	275.00	206.00
1,080,001 to 1,200,000	450.00	375.00	300.00	225.00
1,200,001 to 1,380,000	487.00	406.00	325.00	244.00
1,380,001 to 1,590,000	525.00	438.00	350.00	263.00
1,590,001 to 1,740,000	563.00	469.00	375.00	281.00
1,740,001 to 1,920,000	600.00	500.00	400.00	300.00
1,920,001 to 2,100,000	638.00	531.00	425.00	319.00
2,100,001 to 2,280,000	675.00	563.00	450.00	338.00
2,280,001 to 2,460,000	713.00	594.00	475.00	356.00
2,460,001 to 2,760,000	750.00	625.00	500.00	375.00

In the case of businesses with average yearly gross receipts exceeding $2,760,000, the rate of tax for each $12,000 (or major fraction of $12,000) of yearly gross receipts in excess of $2,760,000 shall be as follows:

Class "A". $1.60
Class "B". $1.40
Class "C". $1.20
Class "D". $1.00

Use this sheet in computing yearly tax based on gross receipts

CATEGORY CODE LIST

CATEGORY CODE	DESCRIPTION		
[A]			
5	ACCOUNTANT	5 - 295	[A]
15	APARTMENT COMPLEX/HOUSING	305 - 595	[B]
35	ATTORNEY	620 - 780	[C]
45	BARBER AND/OR BEAUTY SHOP	820 - 875	[D]
55	BEAUTY/COSMETOLOGY SCHOOL	905 - 978	Set Fees
60	BUSINESS DIRECTORY SERVICES		
65	CHILD CARE CENTER AND/OR SERVICE		
75	CHIROPRACTOR		
80	CONSULTANT		
100	DANCE SCHOOL		
110	DENTAL TECHNICIAN		
120	DOCTOR OF DENTISTRY		
125	DOCTOR MEDICINE/SURGERY		
135	VETERINARY DOCTOR		
145	DRUGLESS PRACTITIONER		
150	ENGINEER		
155	FRUIT/PRODUCE BROKER		
160	FUNERAL DIRECTOR		
170	HOTEL		
175	INCOME TAX AND BOOKKEEPING		
195	MANAGEMENT/CONTRACTING SERVICE		
200	MOTEL		
210	NURSING HOME		
225	OPTOMETRIST		
230	PARTY SALES/PROMOTER		
235	PHOTOGRAPHIC SERVICES		
240	PHYSIOTHERAPISTS		
260	REPAIR SERVICES		
263	RESPIRATOR THERAPIST		
265	RETIREMENT HOME		
270	SALES PROMOTION SERVICES		
280	SCHOOL *(Instructional)*		
285	SCRIVENER, TRANSCRIBER		
295	TRAVEL AGENCY		

CATEGORY CODE	DESCRIPTION
[B]	
305	ABSTRACT AND TITLE COMPANY
309	AMUSEMENT DEVICES *(Coin)*
310	AMUSEMENT MACHINES *(Coin)*
315	APPLIANCE SALES AND REPAIRS
320	AUTO PARTS/ACCESSORIES
325	BAKERY/DOUGHNUT SHOP
330	BICYCLE SALES AND REPAIR
340	BOAT DEALER
350	BROKER - REAL ESTATE
360	DEPARTMENT STORES
365	DRAPERY SHOP
370	DRUG STORE/PHARMACIES
375	DUPLICATING/MIMEOGRAPHING
380	ELECTRICAL REPAIR
381	ELECTRONIC REPAIR
385	ELECTRONIC/COMPUTER STORE
390	EQUIPMENT RENTAL
395	FLORIST
405	GARAGE/STORAGE FACILITIES
410	GIFT AND NOVELTIES
415	GLASS SALES AND REPAIR SERVICES
420	HARDWARE AND LUMBER STORE
423	HEALTH/EXERCISE ORGANIZATION
425	HOBBY SHOPS
430	JEWELRY SALES AND REPAIR
435	JOB PRINTER
440	JUNK DEALER
445	LUMBER AND BUILDING SUPPLIES
450	MAGAZINE AND NEWSPAPER SALE
455	MENS'/WOMENS' APPAREL
460	MENS'/WOMENS' SPECIALTIES
465	MONEY LENDING INSTITUTION
470	MOTORCYCLE DEALER
475	MUSIC STUDIO OR INSTRUCTION
480	NEWSPAPER PUBLISHER

CATEGORY CODE	DESCRIPTION
[B continued]	
485	NURSERY AND GARDEN SUPPLIES
490	OFFICE/STATIONERY SUPPLY
494	PAINT, GLASS AND/OR WALLPAPER
495	PET STORE AND/OR GROOMING SERVICE
500	PHARMACIES AND DRUG STORES
505	PHOTOGRAPHIC SALES
510	PLUMBING AND HEATING SERVICE
515	RADIO/TV SALES AND SERVICE
525	SHOE STORE
530	SPORTING GOODS
540	STATIONERY/OFFICE SUPPLY
545	TIRE SALES AND RECAPPING
550	TOYS AND NOVELTIES STORE
555	TRAILER AND CAMPER DEALERS
560	UPHOLSTERER'S SHOP
565	VAN AND STORAGE RENTALS
570	VARIETY STORE
575	VENDING MACHINES *(Coin)*
580	VIDEO RENTAL/ARCADE STORE
585	WEIGHING MACHINES *(Coin)*
590	WELDING SHOP
595	WRECKING OR SALVAGING
[C]	
620	AUTO REPAIR SERVICE
625	BILLARDS, POOL HALL
630	BOWLING
635	CAR WASH
640	CHILDREN'S CLOTHING STORE
645	COCKTAIL LOUNGE/NIGHTCLUB
650	COMBINED GROCERY/MEAT MARKET
665	FARM EQUIPMENT DEALERS
670	FEED, FUEL, AND ICE DEALERS
675	FOOD OR BEVERAGE CATERER
680	FURNITURE STORES

CATEGORY CODE	DESCRIPTION
[C continued]	
685	LAUNDRY AND DRY CLEANING
690	LAUNDROMATS - COIN OPERATED
695	LIQUOR STORES
700	MEAT MARKETS
710	NEW AND USED CAR DEALERS
715	OIL/GASOLINE DISTRIBUTORS
720	RESTAURANTS AND/OR TAKE-OUTS
725	SECOND-HAND DEALERS
730	SERVICE STATION with OR without MARKET
735	SOFT DRINK/DRIVE-IN STAND
740	SPECIALTY FOODS
745	SUPER MARKETS
750	TOBACCO AND PERIODICALS
755	TAXI CABS
760	THEATER/CONVENTION CENTER
765	TRACTOR DEALERS
770	USED CAR DEALERS
775	WAREHOUSE/STORAGE BUILDINGS
780	WATER SOFTENING SERVICE
[D]	
820	CANNERY
825	COLD STORAGE/ICE PLANT
845	FRUIT AND VEGETABLE PACKER
850	ICE MANUFACTURER/COLD STORAGE
855	MANUFACTURING, FABRICATOR AND/OR ASSEMBLY PLANT
860	MEAT PROCESSOR/PACKER
865	WAREHOUSING CLASS D ONLY
870	WHOLESALER
875	WINERY

CATEGORY CODE	DESCRIPTION	
ONE SET FEE		
905	AUCTIONEER *(within City limits)*	$39.50 per quarter
907	AUCTIONEER *(Itinerant)*	$78.25 per day
909	BANKRUPT OR CLOSEOUT SALE	$156.25 per week
911	BILLBOARD ADVERTISING	$39.50 per quarter
913	BOOTBLACK *(Shoe Shining)*	$1.50 per quarter
915	BOXING/WRESTLING MATCHES	$156.25 per day
917	CARNIVAL ATTRACTION, single	$78.25 per day
919	CARNIVAL SHOW	$156.25 per day
921	CHRISTMAS TREE DEALER	$23.50 per month
923	CIRCUS	$234.50 per day
925	CIRCUS PARADE	$78.35 per day
927	DIRECTORY SALESMAN	$39.50 per year
929	FINANCING COMPANY	$39.50 per quarter
931	FIRE OR WRECK SALE	$156.25 per week
933	GARDENER/HANDYMAN SERVICE	
GEN12	GENERAL CONTRACTORS "A"/"B"	$78.25 per year
937	HANDBILL ADVERTISING BUSINESS	$39.50 per quarter
939	HOUSEMOVING OVER PUBLIC WAYS	$39.50 per quarter
941	MERRY-GO-ROUND-LIKE DEVICES	$7.75 per day, $31.25 per month, $156.25 per year
945	PEDDLER, ITINERANT VENDORS	$7.75 per day, $23.50 per month, $47.00 per year
947	PHOTOGRAPHER *(Itinerant)*	$7.75 per day, $31.25 per month, $156.25 per year
950 AO	SUB/SPECIALTY CONTRACTORS "C"	$39.50 per year
955	TELEPHONE COMPANY	$156.25 per year
DEL	DELIVERY	$47.00 per year
961	DELIVERY LICENSE CLASS B *(Annual Only)*	
965	OTHER OUTSIDE BUSINESSES	
970	HOME OCCUPATION PERMIT *(Annual Only)*	
975	MAINTENANCE SERVICE	
977	NON-PROFIT ORGANIZATION	
978	BINGO PERMIT *(Annual)*	

CITY OF DINUBA
BUSINESS LICENSE DEPARTMENT
405 E. EL MONTE WAY
DINUBA, CA 93618

APPLICATION FOR NEW OR RENEWAL OF BUSINESS LICENSE

License valid for the period of: July 1st to June 30th each fiscal year

License delinquent date: 25% penalty effective October 1st and an additional 25% of balance for each month thereafter.

STATEMENT OF GROSS RECEIPTS

A. Gross receipts from sale of good and/or services $_____, for the reporting period of July 1st to June 30th each fiscal year.

LICENSE TAX DUE

From the attached Yearly Fee Schedule, please find your **gross receipts** range and read across to your classification (A, B, C, or D) for the tax due.

Total Tax Due $_____

Penalty Due $_____
(Effective Oct. 1st - 25% of total tax due)

TOTAL AMOUNT DUE $_____

I DECLARE UNDER PENALTY OF PERJURY THAT TO MY KNOWLEDGE ALL INFORMATION IN THIS STATEMENT IS TRUE AND CORRECT.

Signature_____

Title_____ Date_____

The State of California is requiring a copy of your Workmans' Compensation Policy. Please attach a copy with your payment.

CITY OF DINUBA

SCHEDULE "A"

ITEMS TO BE EXCLUDED FROM GROSS RECEIPTS

1. CASH DISCOUNTS ALLOWED AND TAKEN ON SALES _____

2. VALUE OF PROPERTY ACCEPTED AS PART OF THE PURCHASE PRICE FOR SUBSEQUENT RESALE (TRADE-INS) _____

3. TAXES COLLECTED FROM CUSTOMER WHICH ARE SEPARATELY STATED AND COLLECTED FOR AND PAID TO A GOVERNMENTAL AGENCY _____

4. ANY PART OF SALES PRICE OF PROPERTY RETURNED BY THE PURCHASER UPON RESCISSION OF THE CONTRACT OF SALE REFUNDED EITHER IN CASH OR BY CREDIT _____

5. RECEIPTS OF REFUNDABLE DEPOSITS (EXCEPT THOSE FORFEITED AND TAKEN INTO INCOME) _____

6. COLLECTION FOR OTHERS WHERE BUSINESS IS ACTING AS AN AGENT TO TRUSTEE, TO THE EXTENT PAYMENTS ARE MADE TO THOSE FORM WHOM COLLECTED _____

7. SALES OF REAL ESTATE BY AN AGENT OR SALES OF COMMODITIES BY A COMMISSION BROKER, EXCEPT THAT PORTION OF SALE WHICH REPRESENTS COMMISSIONS OR OTHER INCOME TO THE AGENT OR BROKER _____

8. AMOUNT OF GROSS RECEIPTS WHICH HAS BEEN THE MEASURE OF A LICENSE TAX PAID TO ANY OTHER CITY _____

9. AMOUNT OF GROSS RECEIPTS WHICH HAS BEEN THE MEASURE OF TRANSIENT OCCUPANCY TAX IMPOSED BY THE CITY AND COLLECTED BY THE LICENSEE DURING THE PARTICULAR QUARTER _____

TOTAL EXCLUSIONS _____