

OFFICIAL USE ONLY	
Planning _____	
Zoning _____	
Bldg. TORC/TOIC _____	
Bus. Type _____	
Source _____	



1052 S. Livermore Avenue, Livermore, California 94550-4899  
 Attn: Business License • (925) 960-4310 • Fax (925) 960-4319  
 businesslicense@ci.livermore.ca.us • www.ci.livermore.ca.us

**Business License #**

**BUSINESS LICENSE TAX APPLICATION**

**APPLICANTS: PLEASE READ BEFORE COMPLETING THE APPLICATION PROCESS**

APPLICANTS ARE ENCOURAGED TO CONTACT THE PLANNING DEPT. @ (925) 960-4450, TO ENSURE ANY PROPOSED BUSINESS SATISFIES ZONING REGULATIONS AND LOCAL ORDINANCES, PRIOR TO SUBMITTING THIS APPLICATION. BUSINESSES THAT HAVE NOT CONFIRMED THAT THE PROPOSED ACTIVITY IS PERMITTED, AT THE LOCATION, MAY BE ASKED TO RELOCATE. THE PERSON, FIRM OR CORPORATION NAMED BELOW IS APPLYING FOR A LICENSE TO CONDUCT BUSINESS IN ACCORDANCE WITH THE CITY BUSINESS TAX ORDINANCE. PAYMENT OF A BUSINESS LICENSE TAX DOES NOT RELIEVE THE APPLICANT (BUSINESS) OF THE REQUIREMENT TO COMPLY WITH OTHER REGULATIONS OF THE CITY, COUNTY, STATE OR FEDERAL GOVERNMENT. POST OFFICE BOXES OR MAIL BOX DROPS CANNOT BE USED AS A BUSINESS LOCATION.

Business Name: \_\_\_\_\_

Business Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

City/St./Zip \_\_\_\_\_ City/St./Zip \_\_\_\_\_

If home address is business address and you would like it to remain Confidential, please check box

Business Phone (\_\_\_\_) \_\_\_\_-\_\_\_\_ Business Fax (\_\_\_\_) \_\_\_\_-\_\_\_\_ Email: \_\_\_\_\_

Start Date in Livermore \_\_\_/\_\_\_/\_\_\_ Describe Business Activity Within Livermore (as will be printed on certificate):

Ownership Type:    Corporation    Partnership    Sole Proprietor    Non-Profit    Trust    LLC

If required: State Lic. No. \_\_\_\_\_ Lic. Type \_\_\_\_\_ Expiration Date \_\_\_\_\_

Resale/Seller's Permit No. \_\_\_\_\_ Tax ID No. (FEIN) \_\_\_\_\_ No. of Employees: \_\_\_\_\_  
 In Livermore

Enter below: names of Owners, Partners, or Corporate Officers

Owner Name 1: \_\_\_\_\_ Title: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Home Street Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone # (\_\_\_\_) \_\_\_\_-\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Drivers Lic. No. \_\_\_\_\_

Owner Name 2: \_\_\_\_\_ Title: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Home Street Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone # (\_\_\_\_) \_\_\_\_-\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Drivers Lic. No. \_\_\_\_\_

(If more than 2 owners, please use additional paper)

In case of emergency, please contact:

Name: \_\_\_\_\_ Phone1: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Phone2: (\_\_\_\_) \_\_\_\_-\_\_\_\_

If renting commercial business location, please complete this section:

Owner of Property: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_

Address: \_\_\_\_\_

### Business License Tax Application

Business Name \_\_\_\_\_ BL# \_\_\_\_\_

**Business License Fees (see Tax Rate Schedule on page 3)**

Please complete option 1, 2, or 3 based on your Type of Business.

**Please complete the sections below completely, to avoid a pending status.**

**1) If SALES or SERVICE Business:**

Enter your GROSS RECEIPTS estimated to be generated by your activity in Livermore, January 1, 2010 through December 31, 2010: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

Enter actual gross receipts for prior 3 years at Livermore location:  
(If applicable)

2007: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

2008: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

2009: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

**2) If OFFICE ONLY (most sales or services are performed Outside Livermore)**

Enter your GROSS EXPENSES (Rent, payroll, utilities, office equipment, office supplies, etc.) estimated to operate at your Livermore location from January 1, 2010 through December 31, 2010: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

Enter actual gross expenses for prior 3 years at Livermore location (if applicable)

2007: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

2008: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

2009: \$ \_\_\_\_\_

Enter Tax Here \$ \_\_\_\_\_

**3) If FLAT RATE Business see bottom section of Tax Rate Schedule on page 3**

Enter Tax Here \$ \_\_\_\_\_

Total Tax	\$ _____
Registration Fee	\$26.00
Total Tax & Fees	\$ _____

**CREDIT CARD PAYMENT (VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER)**

Account Number \_\_\_\_\_ Exp. \_\_\_\_ / \_\_\_\_

3-digit verification code (back of card) \_\_\_\_\_ Amount \$ \_\_\_\_\_

Cardholder Signature \_\_\_\_\_

**Make checks payable to City of Livermore. Return check and application to:  
Business License, 1052 S. Livermore Ave. Livermore, CA 94550-4899**

OFFICIAL USE ONLY	
Date Paid _____	
Amount Paid _____	
Receipt # _____	
Pending <input type="checkbox"/>	Cert Mailed <input type="checkbox"/>
Planning <input type="checkbox"/>	Econ Dev <input type="checkbox"/>

Signature of owner or representative \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

### CITY OF LIVERMORE BUSINESS LICENSE TAX RATE SCHEDULE

1. Look under the "Type of Business" (first column) for the activity you are performing within the City of Livermore.
2. If your gross receipts/expenses are above the amounts provided below, multiply your gross amounts by the tax rate provided in the fourth column to determine the tax due.
3. A registration fee of \$26 is also due and payable at the time you apply for your business license.

If you are a Type of Business listed below, your business license tax is based on the gross receipts earned from your sales or service performed within the City of Livermore. Gross receipts are total monies collected before paying expenses.

Type of Business	Estimated Gross Revenue Start date 1/1 to 3/31 Tax Amount	Estimated Gross Revenue Start date 1/1 to 3/31 Tax Amount	Estimated Gross Revenue Tax Rate	If start date below, pro-rate through calendar year		
				Estimated Gross Revenue Start date 4/1 to 6/30 Tax Amount	Estimated Gross Revenue Start date 7/1 to 9/30 Tax Amount	Estimated Gross Revenue Start date 10/1 to 12/14 Tax Amount
Grocer Motor Vehicle Sales (DMV#)	\$0 - \$5,000 \$10.00	\$5,001 - \$80,000 \$40.00	\$80,001 and above, multiply by .0005	\$5,001 - \$60,000 \$30.00 \$20.00	\$5,001 - \$40,000 \$10.00	\$0 - \$20,000
Licensed Contractor Manufacturing Recreation & Entertainment Retail Wholesale Utilities Warehouse & Storage (Facility)	\$0 - \$5,000 \$10.00 \$40.00	\$5,001 - \$50,000	\$50,001 and above, multiply by .0008	\$5,001 - \$37,500 \$30.00 \$20.00	\$5,001 - \$25,000 \$10.00	\$0 - \$12,500
Rental Property Commercial Rental Property Residential	\$0 - \$5,000 \$10.00	\$5,001 - \$33,333 \$40.00	\$33,334 and above, multiply by .0012	\$5,001 - \$25,000 \$30.00 \$20.00	\$5,001 - \$16,666	\$0 - \$8,333 \$10.00
Miscellaneous Professional	\$0 - \$5,000 \$10.00	\$5,001 - \$25,000 \$40.00	\$25,001 and above, multiply by .0016	\$5,001 - \$18,750 \$30.00	\$5,001 - \$12,500 \$20.00	\$0 - \$6,250 \$10.00
Fast Food Establishments Money Lending Businesses	\$0 - \$4,165 \$10.00	\$4,166 - \$16,666 \$40.00	\$16,667 and above, multiply by .0024	\$4,166 - \$12,500 \$30.00	\$4,166 - \$8,333 \$20.00	\$0 - \$4,166 \$10.00
Amusement Machines Vending Machines	\$0 - \$2,000 \$10.00	\$2,001 - \$8,000 \$40.00	\$8,001 and above multiply by .005	\$2,001 - \$6,000 \$30.00	\$2,001 - \$4,000 \$20.00	\$0 - \$2,000 \$10.00

If your business activities are performed outside the City of Livermore, and your business address is inside Livermore, your business will be classified as an Administrative Office (see below). Your tax will be based on your total gross expenses to operate your Livermore office, whether it is a commercial location or your home office. This includes, but is not limited to rent, payroll, utilities, office equipment and office supplies.

Type of Business	Estimated Gross Expenses Start date 1/1 to 3/31 Tax Amount	Estimated Gross Expenses Start date 1/1 to 3/31 Tax Amount	Estimated Gross Expenses Tax Rate	Estimated Gross Expenses Start date 4/1 to 6/30 Tax Amount	Estimated Gross Expenses Start date 7/1 to 9/30 Tax Amount	Estimated Gross Expenses Start date 10/1 to 12/14 Tax Amount
Administrative Office or Storage of Own Product Only	\$0 - \$5,000 \$10.00	\$5,001 - \$50,000 \$40.00	\$50,001 and above, multiply by .0008	\$5,001 - \$37,500 \$30.00	\$5,001 - \$25,000 \$20.00	\$0 - \$12,500 \$10.00

#### FLAT RATE BUSINESSES

Amusement Concession	(Not fair or carnival) \$20.00 per ride, game or concession	Must clear with various departments
Billiard/Pool Room	\$60.00 1st table. \$30.00 each additional table	Must clear with Police & Planning
Card Room	\$200.00 per table. One table per 5,000 population	Must clear with Police & Planning
Circus or Carnival	\$250.00 first day. \$150.00 each additional day	Must clear with various departments
Public Dancehall	\$30.00 per night. \$200.00 per year	Must clear with Police & Planning
Exhibitions or Entertainments	\$20.00 per day for 200 seats. Up to 200 additional seats \$20.00 per day	Must clear with various departments
Itinerant vendor or solicitor	\$20.00 per day per person	Must clear with Police department
Temporary place of sale	\$60.00 per day (example: using hotel location to sell items)	Must clear with various departments
Vehicle for hire	\$24.00 per vehicle. \$120.00 per taxi stand per year	Must clear with various departments
Delivery Vehicle	\$60.00 per vehicle	