



City of Desert Hot Springs

11999 Palm Drive, Desert Hot Springs, CA 92240
www.cityofdhs.org • 760-329-6411 • Fax: 760-288-0639

BUSINESS LICENSE APPLICATION

This fillable application can be found on:
<http://www.cityofdhs.org/Planning-Documents>

BUSINESS LICENSE: Per Ordinance No. 5.04.190, with the exception of wholesalers, business license fees shall be double for any business not maintaining a fixed place within the City of Desert Hot Springs.

Please select the type of Business

<input type="checkbox"/> Home Occupation	<input type="checkbox"/> Commercial Business (Non - Cannabis)	<input type="checkbox"/> Out of Town Business
<input type="checkbox"/> Rental Units	<input type="checkbox"/> Cannabis Business	<input type="checkbox"/> Street Vendor

Check Box if applicable:

Change of Address - \$17.00 Change of Business Name - \$17.00 Renewal

Description of Business					
Business Name					
Business Location City, State, Zip Code					
Business Phone			Business Fax		
E-Mail Address					
State License No.		State License Type		Expiration Date	
Resale No.		Federal I.D. No.			
Ownership	<input type="checkbox"/> Corporation	<input type="checkbox"/> Ltd. Liability Corp.	<input type="checkbox"/> Partnership		
	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Trust			
Number of Employees (including owners/Managers)					

Owner, Partner or Corporate Officer Information (Use additional sheets if necessary):		
Owner Name		
Home Address		
City, State, Zip Code		
Phone	Mobile Phone	
Driver's License Number		

Emergency Contact:		
Name		Title
Phone		Email Address

For Rental Units Only:

No. of Units _____

Commercial Residential Vacation Hotel/Motel

The City of Desert Hot Springs Business license is available for online submittal and renewal at deserthotspringsca.viewpointcloud.com. *The online application has a reduced application fee for new business license applications. After completion of the online application, staff will review, then the system will calculate your fees and send you a notification. You may pay online with a credit card or mail a check with the business license number in the notes for payment.

For completion of this paper application, please complete the following, calculating the amount due by using the Fee Summary on the next page. If you have any questions about calculating the fee, please call us for clarification.

License Fee	\$	Per Municipal Code 5.04.040; It is unlawful for any person to transact and carry on any business, trade, profession, calling or occupation in the City without first having procured a City Business License. No business shall be conducted until all required inspections have been approved. PER ORDINANCE NO. 5.04.190, WITH THE EXCEPTION OF WHOLESALERS, BUSINESS LICENSE FEES SHALL BE DOUBLE FOR ANY BUSINESS NOT MAINTAINING A FIXED PLACE WITHIN THE CITY OF DESERT HOT SPRINGS. 30 days from date of Business License expiration a 10% Per Month Late Fee will be accessed for each month late. The 10% late fee is multiplied by your license fee (varies by business type) This fee is added to your total renewal amount due and must be satisfied prior to license issuance.
Employee Fee (If Type X)	\$	
Application Fee	\$51.45* (New)/ \$30.87 (Renewal)	
State Disability	\$4.00	
Vehicle Fee	\$	
Additional Fee	\$	
Penalty	\$	
TOTAL	\$	


"I declare under penalty of perjury, that the information in this application is true and correct."

Signature _____ Title _____ Date _____

***If submitting as a new application, please include a copy of your photo ID with this application.**

CITY OF DESERT HOT SPRINGS BUSINESS LICENSE FEE SUMMARY

BUSINESS LICENSES ARE ISSUED ANNUALLY.

<p>PER ORDINANCE NO. 5.04.190, WITH EXCEPTION OF WHOLESALERS, BUSINESS LICENSE FEES SHALL BE DOUBLE FOR ANY BUSINESS NOT MAINTAINING A FIXED PLACE WITHIN THE CITY OF DESERT HOT SPRINGS.</p> <p>Transfer Fee \$33.00 Change of Mailing Address \$17.00 Change of Business Name \$17.00</p>	<p>III – Special Events - \$120.00 PER DAY: Car Shows Festival Parade Carnival / Circus Medicine Show Street Fair Farmer's Market Music/Entertainment</p> <p>IV – Amusement Machines - \$33.00 per year per machine located at any premises: Bowling Pool Tables Music Boxes Shuffleboard Pinball Video Machine</p>	<p>X – The license fee is BASED ON THE NUMBER OF EMPLOYEES for the following businesses ONLY:</p> <table style="width: 100%;"> <tr><td>1 to 2 Employees</td><td style="text-align: right;">\$60.00</td></tr> <tr><td>3 to 6 Employees</td><td style="text-align: right;">\$120.00</td></tr> <tr><td>7 to 10 Employees</td><td style="text-align: right;">\$180.00</td></tr> <tr><td>11 to 14 Employees</td><td style="text-align: right;">\$240.00</td></tr> <tr><td>15 to 20 Employees</td><td style="text-align: right;">\$300.00</td></tr> <tr><td>21 to 30 Employees</td><td style="text-align: right;">\$360.00</td></tr> <tr><td>31 to 40 Employees</td><td style="text-align: right;">\$420.00</td></tr> <tr><td>41 to 50 Employees</td><td style="text-align: right;">\$480.00</td></tr> <tr><td>Over 50 Employees</td><td style="text-align: right;">\$480.00 plus \$6.50 per employee over 50</td></tr> </table>	1 to 2 Employees	\$60.00	3 to 6 Employees	\$120.00	7 to 10 Employees	\$180.00	11 to 14 Employees	\$240.00	15 to 20 Employees	\$300.00	21 to 30 Employees	\$360.00	31 to 40 Employees	\$420.00	41 to 50 Employees	\$480.00	Over 50 Employees	\$480.00 plus \$6.50 per employee over 50																																																																																																																																						
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<p>I – The license fee is \$60.00 per year for the following businesses:</p> <p>Art Gallery Awning/Tent Shop Bicycle Stand/Supplies Bingo Blacksmith/Forge Shop Boats, Storage and/or Repair Business Services Candy Shop & Manufacturing (Retail/Wholesale) Carpet, Rug, Floor Cleaning Service & Plant Chemical Service Cigar & Tobacco Stands & Shops Creamery Computer Service Distributorship Dancing Schools Day Care Center (Requires CUP) Dress Making Shop Entertainment Services (Clowns) Equipment Rental General Building-Maintenance Repair Gift/Art/Curio Shop Golf or Archery Range Handyman Harness, Saddle or Tack Shop Hat Shop/Blocking & Cleaning/Sales Health & Allied Service – not classified Hobby Shops Intercity/Highway Passenger Transportation Janitorial Shop – Service Jewelry Shop/Sales/Repairs Janitorial Fabric/Craft Home Occupations Knit Shop Laundromat, Cleaning Locksmith Luggage Shop Manufacturing Masseurs/Massage Therapists (Need permit with B/L) Millinery Shop Motorcycle Shop Movie Studio Museums Music Dealer/Instruction/Musical Composition Newspaper Distributors Package & Shipping Service Personal Services Pest Control Pet Shop & Animal Grooming Photo & Camera Shop Pool Service Popcorn & Nut Store Pottery Shop Public Swimming Pool Purses & Handbags Repair Service (other than Contractor) Rock & Gem Shop Shoe Repair Shop/Shoe Shine Stand Sign Painting & Printing (other than Contractor) Tailor Shop Spa Services Tours Transportation Tree Trimming Water Purification & Conditioning Window Cleaning or Window Tinting</p>	<p>V – The license fee is \$64.00 per year for the following businesses:</p> <table style="width: 100%;"> <tr><td>Boiler/Hot Water/Steam Filter</td><td style="text-align: right;">C-4</td></tr> <tr><td>Cabinet/Mill Work/Carpentry</td><td style="text-align: right;">C-5/C-6</td></tr> <tr><td>Drywall</td><td style="text-align: right;">C-9</td></tr> <tr><td>Electrical (Signs)</td><td style="text-align: right;">C-45</td></tr> <tr><td>Elevator 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<p>II – Professionals - \$95.00 per year:</p> <table style="width: 100%;"> <tr><td>Accountants</td><td>Dentist</td></tr> <tr><td>Acupressure</td><td>Doctors</td></tr> <tr><td>Acupuncture</td><td>Engineers</td></tr> <tr><td>Architects/Designers</td><td>Optometrists</td></tr> <tr><td>Attorneys at Law</td><td>Podiatrists</td></tr> <tr><td>Blueprint/Map Making</td><td>Veterinarians</td></tr> <tr><td>Chiropractor</td><td></td></tr> </table>	Accountants	Dentist	Acupressure	Doctors	Acupuncture	Engineers	Architects/Designers	Optometrists	Attorneys at Law	Podiatrists	Blueprint/Map Making	Veterinarians	Chiropractor		<p>VI – The license fee is \$95.00 per year for the following businesses:</p> <table style="width: 100%;"> <tr><td>Cement & Concrete</td><td style="text-align: right;">C-8</td></tr> <tr><td>Electrical (General)</td><td style="text-align: right;">C-10</td></tr> <tr><td>Heating & Air Conditioning</td><td style="text-align: right;">C-20</td></tr> <tr><td>House & Building Moving / Demo</td><td style="text-align: right;">C-21</td></tr> <tr><td>Plastering</td><td style="text-align: right;">C-35</td></tr> <tr><td>Plumbing</td><td style="text-align: right;">C-36</td></tr> <tr><td>Roofing</td><td style="text-align: right;">C-39</td></tr> <tr><td>Roofing (Metal)</td><td style="text-align: right;">C-14</td></tr> <tr><td>Steel Structural</td><td style="text-align: right;">C-51</td></tr> <tr><td>Solar</td><td style="text-align: right;">C-46</td></tr> <tr><td>Swimming Pool Construction</td><td style="text-align: right;">C-53</td></tr> </table> <p>VII – The license fee is \$160.00 per year for the following businesses:</p> <table style="width: 100%;"> <tr><td>General Engineering Contractor</td><td style="text-align: right;">A</td></tr> <tr><td>General Building Contractor</td><td style="text-align: right;">B</td></tr> </table> <p>IN THE EVENT OF TWO OR MORE LICENSES ISSUED TO ONE APPLICANT, THE FEE SHALL BE \$170.00 FOR ALL</p> <p>VIII – The license fee based on number of rooms, units or spaces:</p> <table style="width: 100%;"> <tr><td>1 to 6</td><td style="text-align: right;">\$35.00</td></tr> <tr><td>7 to 12</td><td style="text-align: right;">\$60.00</td></tr> <tr><td>13 or more</td><td style="text-align: right;">\$60.00 plus \$5.50 for each room, unit, space over 12</td></tr> </table> <table style="width: 100%;"> <tr><td>Apartments</td><td>Motels</td></tr> <tr><td>Hotels</td><td>Vacation Rentals</td></tr> <tr><td>Recreational/Temporary</td><td>Trailer Parks</td></tr> <tr><td>Mobile Home Parks</td><td>Residential Rental</td></tr> <tr><td>Commercial Rental</td><td></td></tr> </table>	Cement & Concrete	C-8	Electrical (General)	C-10	Heating & Air Conditioning	C-20	House & Building Moving / Demo	C-21	Plastering	C-35	Plumbing	C-36	Roofing	C-39	Roofing (Metal)	C-14	Steel Structural	C-51	Solar	C-46	Swimming Pool Construction	C-53	General Engineering Contractor	A	General Building Contractor	B	1 to 6	\$35.00	7 to 12	\$60.00	13 or more	\$60.00 plus \$5.50 for each room, unit, space over 12	Apartments	Motels	Hotels	Vacation Rentals	Recreational/Temporary	Trailer Parks	Mobile Home Parks	Residential Rental	Commercial Rental		<p>XI – Real Estate Signs: \$30.00 per year or \$4.00 per sign</p> <p>XII – Ambulance Services: \$120.00 per year</p> <p>XIII – Dance Permits: \$120.00 per year or \$19.00 per day</p> <p>XIV – Taxi Cab Service: \$200.00 per year</p>																																																																																																
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