



**CITY OF SONOMA  
BUSINESS LICENSE APPLICATION**

as required under City of Sonoma Municipal Code, Chapter, 5.08.210

**Finance Department**  
City Hall, No. 1 the Plaza, Sonoma, CA 95476  
www.sonomacity.org - Phone: 707-933-2237  
Email: finance@sonomacity.org

**• FOR OFFICE USE ONLY •**

**Business License No.**  
\_\_\_\_\_

**\*FEE MUST ACCOMPANY APPLICATION**

**\*HIGHLIGHTED FIELDS ARE REQUIRED**

**Business Name/DBA** \_\_\_\_\_

**Corporate Name** \_\_\_\_\_  
(if applicable)

**Business Location** \_\_\_\_\_  
(Cannot be PO Box per State of California Business & Professions Code-Section 17538.5)

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_ **Email Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_ **No. of Employees** \_\_\_\_\_ **No. of Rental Units** \_\_\_\_\_

**Business Phone** \_\_\_\_\_ **Hours of Operation:** \_\_\_\_\_

*\*If you plan to operate business out of your residence, you will need to obtain a Home Occupation Permit, which is available on the City's website.*

**Description of Business** (Please be as specific as possible):

**Ownership**  Corporation  LLC  Partnership  Sole Proprietor  LLP

**Resale No.** \_\_\_\_\_ **FEIN / SSN** \_\_\_\_\_ **State ID No.** \_\_\_\_\_

**Contractor CA State License No.** \_\_\_\_\_ **SIC Code\*\*** \_\_\_\_\_ **Stormwater Permit No. (WDID)** \_\_\_\_\_

**Enter below names of Owners and/or Partners**

Per AB 2184, you may protect your residential address by providing a different Service of Process address in accordance with Sections 16000.1(a)(2) and 16100.1(a)(2) of the Business and Professions Code. To do so, please fill out the section on the bottom of this form.

**1st Owner Name** \_\_\_\_\_ **Title** \_\_\_\_\_

**Home Address** \_\_\_\_\_  
(Cannot be PO Box) (Street, City, Zip Code)

**Phone No.** \_\_\_\_\_ **Email** \_\_\_\_\_ **Driver's License #** \_\_\_\_\_

**2nd Owner Name** \_\_\_\_\_ **Title** \_\_\_\_\_

**Home Address** \_\_\_\_\_  
(Cannot be PO Box) (Street, City, Zip Code)

**Phone No.** \_\_\_\_\_ **Email** \_\_\_\_\_ **Driver's License #** \_\_\_\_\_

**FEE CALCULATION - PLEASE SEE REVERSE FOR FEE CALCULATION AND ENTER BELOW**

**Tax Calculated From Reverse** \$ \_\_\_\_\_

State Mandated 1186 Fee\* \$ **4.00**

**Total** \$ \_\_\_\_\_

*Please return entire form with check payable to City of Sonoma.  
Thank you for doing business in the City of Sonoma!*

\*California Senate Bill 1186 required the one dollar (\$1.00) State Disability Access Education Fee for all business license applications and renewals from January 1, 2013 until December 31, 2017. Assembly Bill 1379 increased the state mandated fee to \$4.00 from January 1, 2018 until December 31, 2023.

\*\*The primary Standard Industrial Classification (SIC) Code applicable to a business must be identified on the business license renewal form pursuant to California Business and Professions Code §16000.3. An excellent resource for identifying the primary SIC Code applicable to a business is available online at: <https://www.osha.gov/pls/imis/sicsearch.html>.

In rare instances, a renewing business may also be required to demonstrate enrollment with the National Pollutant Discharge Elimination System (NPDES) permit program by providing a Waste Discharger Identification number (WDID), a "notice of nonapplicability identification number" (NONA), or a "no exposure" certification number (NEC) issued for the facility by the State Water Resources Control Board.

**THIS BUSINESS LICENSE IS FOR REVENUE PURPOSES ONLY AND DOES NOT IMPLY CONFORMANCE WITH APPLICABLE CITY CODES AND ORDINANCES. YOU ARE REQUIRED TO CHECK YOUR PROPOSED BUSINESS LOCATION AND STRUCTURE WITH THE CITY PLANNING DEPARTMENT FOR COMPLIANCE WITH ZONING CODES. THIS BUSINESS LICENSE MUST BE RENEWED ANNUALLY AND POSTED IN A CONSPICUOUS PLACE. AUTHORIZATION TO CONDUCT BUSINESS IS NOT GRANTED UNTIL ISSUANCE OF THE LICENSE.**

*I declare, under penalty of perjury, that to the best of my knowledge and belief, the statements made herein are correct and true and that acceptance of payment does not constitute approval of the Business License.*

**Signature** \_\_\_\_\_ **Title** \_\_\_\_\_ **Date** \_\_\_\_\_

**SERVICE OF PROCESS ADDRESS, PURSUANT TO AB 2184 - AVAILABLE FOR PUBLIC INSPECTION**

If you wish to protect your residential address with a different service of process address, please provide it here.  
NOTE - if your service of process address is a post office box or private mailbox, it must comply with paragraph (2) of subdivision (b) of Section 17538.5 of the California Business and Professions Code.

**Service of Process Address**  
**Residential Address to protect**  Business Location  Mailing Address  Owner/Partner/Officer Address

**PLEASE SEE REVERSE FOR FULL FEE SCHEDULE**

# CITY OF SONOMA

## BUSINESS LICENSE TAXES

**STATE MANDATED SB1186 \$4.00 MUST BE INCLUDED TO THE FOLLOWING TAXES**

**CATEGORIES:**

A – E	Based on number of employees	TX – MDH	Based on number of vehicles
H	Based on number of beds	SOL – AUC	Per year
HMB - MHP	Based on number of units	COV	Based on gross annual receipts

CATEGORY	DESCRIPTION	LICENSE TAX	
"A" "AO", "B" "BO"	RETAIL SALES, RESTAURANTS, AUTO REPAIR, BEAUTY SALONS, CATERING, MASSEURS, MANICURISTS, AND OTHER SERVICES <i>Muni code 5.08.020</i>	One Employee/Owner	\$74.00
		Ea. Additional Employee	\$31.00
"C" "CO"	PROFESSIONALS: ACCOUNTANTS, ATTORNEYS, DOCTORS, DENTISTS, ARCHITECTS, FILM PERMITS ETC. <i>Muni Code 5.08.040</i>	One Professional	\$186.00
		Ea. Additional Employee	\$31.00
"C" "CO"	REAL ESTATE BROKERS AND AGENTS <i>Muni Code 5.08.040.01</i>	Each Broker	\$186.00
		Ea. Licensed Salesperson	\$37.00
"D" "DO"	CONTRACTORS: BUILDING, PLUMBING, MECHANICAL, ELECTRICAL, OR ROOFING <i>Muni Code 5.08.050</i>	One Employee/Owner	\$74.00
		Ea. Additional Employee	\$31.00
"E"	MANUFACTURING OR FABRICATING (if annual gross receipts are less than \$3000, tax is reduced by 1/2) <i>Muni Code 5.08.060</i>	Each Employee <b>OR</b> Minimum Tax	\$22.00 \$150.00
"H"	HOSPITALS <i>Muni Code 5.08.090</i>	First four beds	\$44.00
		Ea. Additional bed	\$3.00
"HMB"	HOTELS, MOTELS, BED & BREAKFAST INNS <i>Muni Code 5.08.100</i>	First Unit	\$44.00
		Ea. Additional Unit	\$3.00
"APT"	APARTMENTS <i>Muni Code 5.08.100</i>	First Four Units	\$40.00
		Ea. Additional Unit	\$3.00
"MHP"	TRAILER AND MOBILEHOME PARKS <i>Muni Code 5.08.110</i>	First Four Units	\$44.00
		Ea. Additional Unit	\$3.00
"TX"	TAXICABS/BUSES/DELIVERY OF PASSENGERS <i>Muni Code 5.08.120</i>	One Vehicle	\$53.00
		Ea. Additional vehicle	\$37.00
"MDR"	MOTOR VEHICLE DELIVERY TO RETAIL ESTABLISHMENTS <i>Muni Code 5.08.130</i>	Each Vehicle	\$44.00
"MDC"	MOTOR VEHICLE DELIVERY OF CONSTRUCTION MATERIALS TO JOB SITE <i>Muni Code 5.08.130</i>	Each Vehicle	\$60.00
"MDH"	MOTOR VEHICLE DELIVERY TO HOMES <i>Muni Code.5.08.130</i>	Each Vehicle	\$67.00
"SOL"	SOLICITING <i>Muni Code 5.08.140</i>	Per Year	\$90.00
"AST"	ASTROLOGY, PALMISTRY AND OTHER SERVICES <i>Muni Code 5.08.160</i>	Per Year	\$186.00
"AUC"	AUCTIONEERS <i>Muni Code 5.08.170</i>	Per Year	\$114.00
"BNK"	BANKRUPT SALES <i>Muni Code 5.08.180</i>	Per Day	\$114.00
"COV"	VENDING MACHINES <i>Muni Code 5.08.200</i>	1% of gross receipts. Minimum \$5.00	
"COV"	COIN OPERATED PLAY DEVICE <i>Muni Code 5.08.200.2</i>	5% of gross receipts. Minimum \$41.00	
"BL"	GARAGE SALES – Once every six months not in excess of two consecutive days <i>Muni Code 5.08.201.2 – 5.08.201.7</i>	Each Sale	\$3.00
"BP"	BILLIARDS AND POOLROOMS <i>Muni Code 5.08.221</i>	First Table	\$44.00
		Each Additional Table	\$22.00

$$\underline{\hspace{10em}} \times \underline{\hspace{10em}} = \$ \underline{\hspace{10em}}$$

**No. of Employees/Vehicles/Beds/Units      Fee      Business License Tax**

*All other classifications please refer to Municipal Code 5.04. Business license tax is due December 31. A penalty of 10% will be added each month until the fee is paid. New licenses for business started after July 1 may be pro-rated.*

**ENFORCEMENT PROVISIONS IN CITY OF SONOMA MUNICIPAL CODE**

*Penalty for Violation. Any person violating any of the provisions of Chapter 8.05.210 of the City of Sonoma Municipal Code or knowingly or intentionally misrepresenting to any officer or employee of the City any material fact in procuring the license or permit herein provided for shall be deemed guilty of an infraction City of Sonoma Municipal Code section 5.08.210.*