

CITY OF LAKEWOOD BUSINESS LICENSE

Business License Division, P.O. Box 220, Lakewood, CA 90714
 Tel: 562-866-9771 x 2622, E-mail: BusLic@Lakewoodcity.org



ANNUAL BUSINESS LICENSE APPLICATION (JULY 01- JUN 30)

****APPLICANT MAY SUBMIT NEW BUSINESS LICENSE APPLICATION IN PERSON OR BY MAIL. ADDITIONAL DEPARTMENT APPROVAL MAY BE REQUIRED****

PLEASE FILL ALL APPLICABLE ITEMS. FIELDS WITH AN ASTERISK (*) ARE REQUIRED. PLEASE PRINT CLEARLY:

Business Name/ DBA*:		Business Phone *:	Business Email Address:	
Name of Owner*:		Phone:	Email Address:	
Business Address*:	Ste./Apt.	City	State	Zip
Mailing Address (if different from above):	Ste./Apt.	City	State	Zip

Describe your Business Operations*:

Federal I.D./Last 4-digit of Social Security#*:	State Contractor No.(contractors only):	ABC License No:	Industrial Waste Permit No.:	Resale No.
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Ownership: Corporation Partnership Sole Proprietor

Type of Business*: Retail Wholesale Manufacturing Home Occupation Other: _____

No. of Employees (including self)*	Annual Gross Receipts (estimate) \$	Unit Count (Vending Machines, etc)	Other Taxable Units
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Pro-rated Fee Schedule:
 07/01-9/30 payment 100% 10/1 - 12/31 pro-rate 90% 01/01-03/31 pro-rate 60% 04/01-06/30 pro-rate 30%

NAMES OF OWNERS, PARTNERS, OR CORPORATE OFFICERS:

Name of Second Business Owner/Officer :	Title:	Email Address:	Phone:
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ADDITIONAL INFORMATION:

Name of Business Property Owner/Landlord (If Leased):

Address:	Telephone No.
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I DECLARE, UNDER PENALTY OF PERJURY, THE ABOVE STATEMENTS TO BE TRUE AND CORRECT.

APPLICANT NAME (Please Print)*:	TITLE:
APPLICANT SIGNATURE*:	DATE:

OFFICE USE ONLY

Business License No:	Base Rate:	\$
Zoning:	Employee Calculations: _____ x \$5.00	\$
CUP No. DRB No.:	Gross Receipt Calculations:	\$
Industrial Waste Permit #:	Unit Calculations:	\$
Department Approval: _____ Date: _____	State Mandated Fee*:	\$1.00
	Penalties:\$	Prorate Discount (_____ .000%):

Notes:	TOTAL TAXES DUE: \$

CITY OF LAKEWOOD BUSINESS LICENSE INSTRUCTIONS/ FEE SCHEDULE

NEW BUSINESSES: Each person subject to a license tax shall apply for a license prior to beginning business.

The City of Lakewood's business license calendar year begins July 1, and ends on June 30. All Applications for a City License must be renewed **by June 30** of the current license year.

Automotive dealers, grocers, and gasoline service stations are \$85.00 annually plus \$0.07 per \$1,000 in gross receipts over \$500,000.

Retail services and wholesale sales (i.e. restaurants with no alcoholic beverages, restaurants with beer and wine, restaurants with liquor) are \$85.00 annually plus \$0.15 per \$1,000 in gross receipts over \$100,000.

General Services (i.e. beauty salons, nail salons, janitorial services, filming, and real estate offices) are \$85.00 annually plus \$5.00 per employee in excess of one.

Professional Services (i.e. doctor, dentist, chiropractor, massage therapist) are \$120.00 annually per professional and \$5.00 per non-professional.

Home occupation businesses are \$50.00 annually.

General Contractors are \$120.00 annually and \$5.00 per employee in excess of one.

Plumbing, heating, air conditioning, electrical, refrigeration, framing, and swimming pool contractors are \$100.00 annually plus \$5.00 per employee in excess of one.

All other contractors are \$85.00 annually plus \$5.00 per employee in excess of one.

Delivery Services are \$85.00 annually.

Multiple dwellings are \$33.00 per first four units and \$3.50 per additional unit annually.

Christmas tree and pumpkin lots are \$250.00 per season per location.

If your business does not fall into one of the above listed categories, please contact the Business License office at (562) 866-9771 extension 2622 for clarification and rates.

Business licenses are not transferable.

A fee of \$8.00, payable to the City of Lakewood, shall be charged to make changes to the license.

Effective January 1, 2013, a state mandated fee of \$1.00 shall be charged to all business license applications and renewals per Senate Bill 1186. Please add the \$1.00 mandated fee to your base rate.

"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 www.dgs.ca.gov/dsa/Home.aspx, The Department of Rehabilitation at www.rehab.cahwnet.go, or The California Commission on Disability Access at www.cdda.ca.gov."

Late Filing Penalty (for renewals):

10% penalty will be applied on August 1st

15% penalty will be applied on September 1st

25% penalty will be applied on October 1st

50% penalty will be applied on November 1st

For questions and inquiries, please contact:

City of Lakewood- Business License Office

P.O. Box 220,

Lakewood, CA 90714

Phone: (562) 866-9771 ext. 2622

Fax: (562) 866-0505

Email: Buslic@lakewoodcity.org

*Please Note: New Lakewood business applications and applications requiring City permits will require an original signature.