



APPLICATION FOR CITY OF OAKDALE
BUSINESS LICENSE

120 SOUTH SIERRA AVENUE
OAKDALE, CA 95361
TELEPHONE 209-845-3625 • FAX 209-845-3592

FOR OFFICE USE ONLY
[ ] Check# [ ] Cash [ ] C/C
Amount \$
Receipt #
License #

[ ] CORPORATION [ ] SOLE PROPRIETOR [ ] PARTNERSHIP
[ ] CHANGE OF BUSINESS ADDRESS / NAME [ ] CHANGE OF OWNERSHIP [ ] OUTSIDE CITY LIMITS

[ ] CONTRACTOR [ ] HOME OCCUPATION [ ] MESSAGE OWNER / TECHNICIAN
[ ] PROFESSIONAL [ ] RETAIL [ ] OTHER

Date of Application Month/Year Business will Start /

Business Name (DBA)

Old Business Address / Name

Business Site Address

Business location cannot be a P.O. Box per State of California Business & Professional Code-Sections 17538.5

Business Mailing Address City / State Zip

Business Phone Alternate Phone Email:

Will there be any construction modification done to the premises? [ ] Yes [ ] No

Describe the activities of your business (include type of product, service, etc.)

Home Occupation: Will your home be used to conduct all or part of your business? [ ] Yes [ ] No

Any Oakdale business that does not have a commercial storefront, office or commercial or industrial location is considered to be a home-based business, even if the sales or services are performed outside the residence.

If yes, acknowledgement of "Home Occupations Regulations"

Signature Required if "YES"

Home Occupation Permit \$95.00

TAX INFORMATION

Please Check All That Apply

Federal Employer ID# (FEIN) State Employer ID# (SEIN)

State Contractor's License # Exp. Date:

Sales Tax # Social Security #

OWNER(S) INFORMATION

Owner Name

Street Address City / State Zip

Phone Number Emergency Phone

Owner Name

Street Address City / State Zip

Phone Number Emergency Phone

OFFICE USE ONLY

Table with 4 columns: DEPARTMENT, INITIAL, ACTION, DATE. Rows include Planning, Building, Fire, and Police.

**Will the following be dispensed, stored, distributed or used in the course of your business activity?**

	<b>YES</b>	<b>NO</b>
Food or drink intended for human consumption	<input type="checkbox"/>	<input type="checkbox"/>
Alcoholic Beverages	<input type="checkbox"/>	<input type="checkbox"/>
Tobacco, tobacco products, or tobacco paraphernalia	<input type="checkbox"/>	<input type="checkbox"/>
Pool, billiards, or card tables	<input type="checkbox"/>	<input type="checkbox"/>
Live music, entertainment or theatrical presentations, dancing	<input type="checkbox"/>	<input type="checkbox"/>
Will you use or employ residential door to door solicitors or canvassers?	<input type="checkbox"/>	<input type="checkbox"/>
Concealable firearms, gunpowder, explosive or blasting agents	<input type="checkbox"/>	<input type="checkbox"/>
Is your business a medical or dental facility?	<input type="checkbox"/>	<input type="checkbox"/>
Medical gases (oxygen and nitrogen), compressed gases, corrosive materials, cryogenic Fluids, flammable or combustible liquids, flammable solids, highly toxic material	<input type="checkbox"/>	<input type="checkbox"/>
Organic peroxides, oxidizers, pyrophoric materials, radioactive materials, unstable (reactive) materials, or water-reactive materials	<input type="checkbox"/>	<input type="checkbox"/>
Do you anticipate the use, storage or handling of hazardous materials, including flammable And combustible liquids in your business which at any one item will exceed the following amounts? (The listed amounts apply regardless of the individual container size)		
55 Gallons (Liquids)                      500 Pounds (Solids)                      200 Cubic Feet (Gasses)	<input type="checkbox"/>	<input type="checkbox"/>
Do you generate any hazardous waste?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be altering any plumbing, mechanical, electrical or building components?	<input type="checkbox"/>	<input type="checkbox"/>
Will any cooking equipment be installed or relocated?	<input type="checkbox"/>	<input type="checkbox"/>
Sexually oriented activities, entertainment, books, magazines or videos	<input type="checkbox"/>	<input type="checkbox"/>
Will your business create a change in use/occupancy of an existing building or space?	<input type="checkbox"/>	<input type="checkbox"/>
If yes to change in use/occupancy, what is the current use/occupancy? _____		
What was the previous use/occupancy? _____		

*IMPORTANT ~ PLEASE READ THE INFORMATION BELOW*

Business license are issued subject in part to the information provided by applicants. Any change in the information provided may invalidate the business license. The general business license is **NON-TRANSFERABLE** to a new owner, new type of business activity or location.

It is the responsibility of all business license applicants to identify and obtain all special permits and approvals required by federal, state or county regulations, it is also the responsibility of the applicants to comply with all City building and zoning regulations and ordinances. Failure to do so may invalidate your right to do business in the City and, in addition, may subject you to penalties and legal sanctions.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

**Signature of Applicant**

**Date**

## BUSINESS LICENSE FEE CALCULATION

Annual Gross Receipts (Estimate for first year.)	\$ _____	\$	
Professional, Number _____	(\$60 each, annually)		
Contractors (in town use annual Oakdale gross receipts)	\$ _____		
(out of town use job value)	\$ _____		
Peddlers / Solicitors (\$30/quarter)			
Fortune Telling (\$100/quarter)			
Craft Fair (\$25/booth)			
Home Occupation Permit (\$95)			
License Processing Fee			35.00
<b>PAY THIS AMOUNT</b>		<b>TOTAL</b>	

Retail & Service Tax Rate Schedule			Contractor Tax Rate Schedule		
<i>Annual Gross Receipts</i>		<i>Fee</i>	<i>Annual Gross Receipts</i>		<i>Fee</i>
\$0	\$12,000	\$20	\$0	\$48,000	\$50
12,001	18,000	25	48,001	60,000	60
18,001	24,000	30	60,001	72,000	70
24,001	36,000	40	72,001	96,000	80
36,001	48,000	50	96,001	120,000	90
48,001	60,000	60	120,001	144,000	100
60,001	72,000	70	144,001	168,000	110
72,001	84,000	80	168,001	192,000	120
84,001	96,000	90	192,001	216,000	130
96,001	144,001	100	216,001	240,000	140
144,001	168,000	110	240,001	300,000	160
168,001	192,001	120	300,001	360,000	180
192,001	216,000	130	360,001	420,000	200
216,001	240,000	140	420,001	480,000	220
240,001	300,000	160	480,001	+	240
300,001	360,000	180			
360,001	420,000	200			
420,001	480,000	220			
480,001	+	240			

▪ **Who is required to be licensed?**

All persons or companies conducting business in the City of Oakdale are required to obtain a business license and to pay the business license tax. This includes commercial landlords and residential landlords (renting ten or more units), retail outlets, wholesalers, manufacturers and any self employed or contract representatives, service companies, professionals, independent contractors and home businesses.

▪ **When and how often am I required to pay?**

All license taxes are payable prior to beginning work. All businesses will be assessed annual taxes per calendar year. The business license tax must be paid annually. As a courtesy to the business community, the City does send renewal notices. The city is not required, however, to send notification to any person who is liable for the tax. It is the responsibility of the individual business owner to be aware of their business license tax due date and to remit payment in a timely manner.

▪ **What are the tax rates?**

The business license tax is based on the nature of a particular business as defined by the Municipal Code. Businesses located within the City of Oakdale that are either retail or wholesale will pay based on their gross receipts. All other business will be taxed either on gross receipts or according to their classification.

## CITY OF OAKDALE CONTACTS

### **BUILDING & PLANNING**

Community Development Department  
120 South Sierra Avenue  
Oakdale, CA  
209-845-3625

### **POLICE DEPARTMENT**

245 North Second Avenue  
Non-Emergency  
209-845-3502

### **FINANCE DEPARTMENT**

280 North Third Avenue  
Oakdale, CA  
209-845-3571

### **FIRE DEPARTMENT**

325 East "G" Street  
Oakdale, CA  
209-845-3660

## COUNTY, FEDERAL AND STATE CONTACTS

### **SALES TAX/SELLER'S PERMIT**

Board of Equalization at:  
3321 Power Inn Road, Suite 210  
Sacramento, CA 95826-3889  
916-227-6700  
Fax: 916-227-6746  
[www.boe.ca.gov](http://www.boe.ca.gov)

### **FEDERAL EMPLOYER ID NUMBER**

Internal Revenue Service  
1533 Lakewood Avenue  
Modesto, CA 95355  
1-800-829-1040

### **FICTITIOUS BUSINESS NAME**

County Clerk/Recorder  
1021 I Street  
Modesto, CA  
209-525-5250

### **STATE EMPLOYER ID NUMBER**

Employment Development Department  
1-888-745-3886

### **STATE CONTRACTORS BOARD**

[www.cslb.ca.gov](http://www.cslb.ca.gov)  
1-800-321-2752

### **HEALTH PERMITS**

Stanislaus County Health Department  
3800 Cornucopia Way, Suite C  
Modesto, CA  
209-525-6700

### **FRANCHISE TAX BOARD**

1-800-852-5711

### **STANISLAUS COUNTY CHILD CARE**

209-558-4050

**CONDITIONS OF HOME OCCUPATION**

**HOME OCCUPATION PERMITS ARE SUBJECT TO FOLLOWING REQUIREMENTS PURSUANT  
OAKDALE MUNICIPAL CODE SECTION 36-18.21:**

1. The person conducting the business shall reside on the premises on a regular full-time basis and the business shall be clearly incidental and secondary to the residential use.
2. The residential appearance of the premises shall not be altered through remodeling or new construction so as to give the appearance of other than normal residential premises or to call attention to the premises.
3. The business shall be conducted entirely within the buildings designed and built for normal residential use; not more than twenty-five (25) percent of all buildings on the property shall be devoted to the home occupation; and there shall be no outside activity, storage or display.
4. Required Off-Street Parking shall be maintained for vehicle parking purposes and shall not be converted for Home Occupation use.
5. No parking or traffic shall be generated by the business in greater volume than would normally be expected for a residence. In no case shall client and/or off-site employee generated traffic exceed ten (10) trips per day in any given twenty-four (24) hour time period.
6. No trucks or construction equipment shall be parked or stored on or near the premises.
7. All pick-ups and deliveries shall be made by an allowed "business vehicle." "Business vehicle" means a car, pick-up, or small van used for home business purposes and driven by a person living on the premises. Parking or obstruction of public streets or ways in violation of the State Vehicle Code of City of Oakdale Code shall not be permitted.
8. One sign not exceeding two (2) square feet, indicating the name of the occupant and the home occupation, and affixed flat on the front of the residence shall be allowed.
9. The conduct of the home occupation business shall not create a disturbance or nuisance by reason of noise, odor, fumes, dust, vibration, smoke, electrical interference or other causes which is not commonly associated with typical residential activities. In terms of noise and consistent with the City of Oakdale Noise Element, exterior noise levels at the exterior property line shall not exceed 65dB Ldn (or CNEL).
10. Vehicle painting, repair and/or body and fender work shall be prohibited.
11. By affixing a signature to the Home Occupation Permit, the applicant acknowledges the Home Occupation Permit requirements, certifies compliance to those requirements, and expresses the understanding that the Home Occupation Permit may be revoked for non-compliance with any of the requirements.

**I have read and understand the conditions set forth and believe, to the best of my knowledge that my proposed Home Occupation will not violate any portion of said conditions.**

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Property Owner's Signature**

\_\_\_\_\_  
**Date**