



CITY OF NORCO

2870 CLARK AVENUE, NORCO CA 92860
(951) 270-5679 FAX. (951) 270-5668

FARMER'S MARKET BUSINESS LICENSE

The City of Norco's business license term is for a twelve month period starting July 1 and ending every year on June 30. Please complete the business license application for the City of Norco and submit with the following:

- A City business license is necessary **PRIOR** to commencing work in the City of Norco. A **100% PENALTY** is enforced for non-compliance.
- This application **does not** constitute a valid business license and **will only be considered valid** once all departmental approvals have been obtained and a business license has been issued by the City.
- If you are a food related business, you must apply for a health permit from the County of Riverside Department of Environmental Health.
- We will also need (1) copy of your current valid driver's license/ID for identification purposes.

License tax is computed as follows:

June 1st – December 31st

Processing fee	\$ 28.00
Business license tax	\$ 45.00
SB-1186 Fee	\$ 1.00

Prorated: January 1st – May 31st

The business license tax fees are pro-rated to 50%. The processing and SB-1186 fees remain the same.

If the farmer's market is going to be in a building the owner or the person leasing or renting the building will pay the following fees:

License tax is computed as follows:

June 1st – December 31st

Processing fee	\$ 28.00
Business license tax	\$ 45.00
Employee fee for second owner and each employee	\$ 10.00
SB-1186 Fee	\$ 1.00

Annual fire inspection fee (based on sq. footage of building(s) **OR** occupancy load)

Small Businesses	(0-4,999 sq. ft.)	\$ 72.00
Medium Businesses	(5,000-9,999 sq. ft.)	\$ 144.00
Large Businesses	(10,000 sq. ft. and greater)	\$ 367.00
Public Assembly	(50 and greater occupancy load)	\$ 168.00

Prorated: January 1st – May 31st

The business license tax fees are pro-rated to 50%. The processing, SB-1186 and fire inspection fees remain the same.

We accept cash, checks and MasterCard or Visa. Please make checks payable to the **City of Norco**. For more information, please call Gus Muñoz at (951) 270-5679; fax (951) 270-5668.



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SB-1186 Fee – New or Renewal of Business License

On September 19, 2012 Governor Brown signed into law SB-1186 which adds a state fee of \$1 on any applicant for a local business license or similar instrument or permit or renewal thereof. The purpose is to increase disability access and compliance with construction-related accessibility requirements and to develop educational resources for businesses in order to facilitate compliance with federal and state disability laws, as specified.

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.gov
- The California Commission on Disability Access at www.cdda.ca.gov



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PRO-RATED FEES

JANUARY 1ST – MAY 31ST 2016

Please sign this form and submit with your business license application if you are applying for a business license between January and May 2016. By signing below you are acknowledging that you are aware that during this period you are paying a City of Norco Business License Tax based on pro-rated fees and the license will be valid through June 30, 2016 for the 2016 Business License Year.

You will be sent a renewal notice June 1, 2016 for a full year for the 2017 Business License Year. The license tax fees will be due by June 30, 2016 and must be paid by July 31, 2016 to avoid penalties. Once payment is received and the business license is issued, it will be valid through June 30, 2017.

Please return this form with the City of Norco Business License application at 2870 Clark Avenue, Norco, CA 92860. If you have any questions, please contact Gus Muñoz, Business License Clerk at (951) 270-5679.

Signature

Date



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 2870 CLARK AVENUE NORCO, CA 92860-1903
 (951) 270-5679 - Fax (951) 270-5668

Please Check One

<input type="checkbox"/> New Application	<input type="checkbox"/> Change of Business Name
<input type="checkbox"/> Change of Owner	<input type="checkbox"/> Home Occupation
<input type="checkbox"/> Change of Address	<input type="checkbox"/> Delivery Vehicle

BUSINESS LICENSE APPLICATION

THE UNDERSIGNED HEREBY REQUESTS A LICENSE TO CONDUCT BUSINESS IN THE CITY OF NORCO (PLEASE PRINT OR TYPE)

Business Name: _____	OFFICIAL USE ONLY
Corporate Name: _____ <i>(If Applicable)</i>	Business License No. _____
Business Location: _____ <i>(Cannot be P.O. Box per State of California Business & Professions Code-Section 17538.5)</i>	SIC/NAIC Code: _____
Address: _____	Bus. Start Date in Norco _____
City: _____ State: _____ Zip: _____	Resale No. _____
Mailing Address: _____	Federal Tax ID No. _____
Address: _____	No. of Delivery Vehicles _____
City: _____ State: _____ Zip: _____	Vehicle Permit No. _____
Phone: _____ Fax: _____	Contractor Lic. No. _____
Email: _____	Contractor Lic. Type _____
Description of Business: _____	Expire Date: _____
Ownership: <input type="checkbox"/> Corporation <input type="checkbox"/> Ltd. Liability Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Trust	

Enter below, names of Owners, Partners, or Corporate Officers (attach additional sheets, if necessary)

1st Owner Name: _____ Title: _____	Driver Lic No. _____
Home Address: _____ <i>(Cannot be P.O. Box)</i>	Home Phone No. _____
Address: _____	Cell / Pager No. _____
City: _____ State: _____ Zip: _____	
2nd Owner Name: _____ Title: _____	Driver Lic No. _____
Home Address: _____ <i>(Cannot be P.O. Box)</i>	Home Phone No. _____
Address: _____	Cell / Pager No. _____
City: _____ State: _____ Zip: _____	

In Case of Emergency, Please Contact (attach additional sheets, if necessary)

Contact Name: _____	Phone No. _____
Address: _____	Cell / Home Phone: _____
Address: _____	
City: _____ State: _____ Zip: _____	

List below Name of Property Owner / Managers (attach additional sheets, if necessary)

Building Owner: _____	Business Phone: _____
Address: _____	Cell / Home Phone: _____
Address: _____	
City: _____ State: _____ Zip: _____	

Contractors Only Job Site Address: _____ Date Starting Job: _____ Est. Date of Job Completion: _____ W/Comp Expiration Date: _____ No. of Employees (excluding owner - \$10. each) <input type="text"/>	APPROVALS		FOR OFFICIAL USE ONLY	
	Planning	<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____ Date	Basic Fee	<input type="text"/>
	Building	<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____ Date	Employee Fee	<input type="text"/>
	Engineering Dept.	<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____ Date	Fire Fee	<input type="text"/>
Vending Machines <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes - Est. Gross Receipts <input type="text"/>			Processing Fee	<input type="text"/>
			Penalty Fee	<input type="text"/>
			SB1186 Fee	<input type="text"/>
			Total Fee Due	<input type="text"/>

I DECLARE UNDER PENALTY OF PERJURY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. I FURTHER ACKNOWLEDGE THAT THIS APPLICATION DOES NOT CONSTITUTE A VALID BUSINESS LICENSE AND WILL ONLY BE CONSIDERED VALID ONCE ALL DEPARTMENTAL REVIEWS HAVE BEEN COMPLETED, APPROVALS HAVE BEEN OBTAINED AND AN ACTUAL BUSINESS LICENSE HAS BEEN ISSUED BY THE CITY.

Signature of Owner or Representative _____

Title _____

Date _____

RETURN APPLICATION TO ABOVE ADDRESS AND MAKE CHECK PAYABLE TO: CITY OF NORCO