



CITY OF NORCO

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

OUT-OF-TOWN REAL ESTATE 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 an Out-of-Town business 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 your business is incorporated or it is a Limited Liability Company (LLC), we will need (1) copy of the first two pages of the Articles of Incorporation or LLC that you file with the Secretary of State.
- If your business is not incorporated, we will need (1) copy of your "Fictitious Business Name Statement" filed with the County Recorder's Office.
- We will need one (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	\$ 29.00
Business license tax	\$ 45.00
Salesperson Working in Norco	\$10.00 each
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 fee remains the same.

Processing fee	\$ 29.00
Business license tax	\$ 22.50
Salesperson	\$ 5.00
SB-1186 Fee	\$ 1.00

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



CITY OF NORCO

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

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



CITY OF NORCO
 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"/> Reinstated |

BUSINESS LICENSE APPLICATION

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

Business Name: _____
 Corporate Name: _____
 (If Applicable)

Business Location: _____
(Cannot be P.O. Box per State of California Business & Professions Code-Section 17538.5)
 Address _____
 City _____ State _____ Zip _____

Mailing Address: _____
 Address _____
 City _____ State _____ Zip _____

Bus. Phone _____ Fax _____

Email: _____

Description of Business: _____

OFFICIAL USE ONLY	
Business License No.	_____
SIC/NAIC Code:	_____
Bus. Start Date in Norco	_____
Resale No.	_____
Federal Tax ID No. or SSN	_____
No. of Delivery Vehicles	_____
Vehicle Permit No.	_____
Contractor Lic. No.	_____
Contractor Lic. Type	_____
Expire Date:	_____

Ownership: Corporation Ltd. Liability Corporation Partnership Sole Proprietor Trust

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

1st Owner Name: _____	Title: _____	Driver Lic No. _____
Home Address: _____	Address _____	Cell Phone No. _____
	City _____ State _____ Zip _____	Home Phone No. _____
2nd Owner Name: _____	Title: _____	Driver Lic No. _____
Home Address: _____	Address _____	Cell Phone No. _____
	City _____ State _____ Zip _____	Home Phone No. _____

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

Contact Name: _____ Phone No. _____

Address: _____
 Address _____
 City _____ State _____ Zip _____

Cell / Home Phone: _____

List Below Name of Property Owner / Managers (In-town Only)

Building Owner: _____ Business Phone: _____

Address: _____
 Address _____
 City _____ State _____ Zip _____

Cell / Home Phone: _____

Contractors Only

Job Site Address: _____

Date Starting Job: _____

Est. Date of Job Completion: _____

W/Comp Expiration Date: _____

No. of Employees (excluding owner - \$10. each)

Vending Machines

Yes No If Yes - Est. Gross Receipts

APPROVALS		FOR OFFICIAL USE ONLY	
Planning Home	<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____ Date	Basic Fee	<input type="text"/>
	Signature _____	Employee Fee	<input type="text"/>
Planning Commerical	<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____ Date	Fire Fee	<input type="text"/>
	Signature _____	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



CITY OF NORCO

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

BUSINESS LICENSE SUPPLEMENTAL REAL ESTATE BROKERS/AGENTS

Please complete the following information and return with your business license application.

Please list below all salespeople that work out of your office, that sell property in Norco.

Note: Remember that for every person you list, there is a \$10.00 fee that you need to include in your license tax fees, if it is not already included in your fees. If you have any questions, please call the Business License Clerk, Gus Muñoz, at (951) 270-5679.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____