



CITY OF CHOWCHILLA  
**BUSINESS LICENSE APPLICATION**  
130 S. Second St., Chowchilla, CA 93610  
Phone (559) 665-8615, Ext. 783; Fax (559) 665-2569

BLN: \_\_\_\_\_  
  
Verified By: \_\_\_\_\_

**NEW APPLICATION**    **HOME BASED BUSINESS**

IF CHANGE IN OWNERSHIP, PREVIOUS OWNER'S BUSINESS NAME: \_\_\_\_\_

**UPDATES:**

CHANGE OF BUSINESS LOCATION (PREVIOUS ADDRESS): \_\_\_\_\_

NAME CHANGE OF BUSINESS: \_\_\_\_\_  
Previous Business Name

**BUSINESS NAME:** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Business Start Date in **Chowchilla**: \_\_\_\_\_

**MAILING ADDRESS** (If different from the business location): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

- Retail    Service    Contractor    Profession    Manufacturer    Wholesale    Other

**DESCRIPTION OF BUSINESS / USE:** \_\_\_\_\_  
(If additional space is needed, attach separate sheet of paper.)

**BUSINESS TYPE:**  Sole Proprietor    Partnership    LLC    Non Profit    Corporation

**If a corporation, please provide a separate sheet of paper listing officers and their contact information.**

**Current Year Estimated Gross Receipts in Chowchilla \$** \_\_\_\_\_  
(CMC Chapter 5.08)

**TAX INFORMATION:**

Federal Tax I.D. #: \_\_\_\_\_ State Tax I.D. #: \_\_\_\_\_ State Board of Equalization #: \_\_\_\_\_

(Resale Permit #)

State License #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

**BUSINESS OWNER'S CONTACT INFORMATION – Sole Proprietor/Partnership**

Name: \_\_\_\_\_ Phone No : \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name: \_\_\_\_\_ Phone No : \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_ # of Employees: \_\_\_\_\_

**WARNING:** FAILURE TO SECURE WORKERS COMPENSATION COVERAGE IS UNLAWFUL AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO \$100,000 IN ADDITION TO THE COST OF COMPENSATION AND DAMAGES AS PROVIDED FOR IN SECTION 3700 OF THE LABOR CODE, INTEREST, AND ATTORNEYS FEES.

**Please answer ALL of the following questions: If a question is not applicable then answer N for NO**

1	What was the building last used for?		
2	Was the space vacant prior to you occupying it? If so, for how long?	Y	N
3	Are there other businesses or tenants in the building you are occupying?	Y	N
4	Will you be making any changes to the building or space you are occupying? (i.e. plumbing, electrical, mechanical, or structural changes, including new walls, doors, windows, etc.)	Y	N
5	Will you require a sign for your business?	Y	N
6	Are you planning to install any temporary signs or banners?	Y	N
7	Will you be offering/selling any type of food/drink?	Y	N
8	Will your business involve the sale of sexually oriented material?	Y	N
9	Will your business involve the use of any hazardous material including aerosols, combustibles, compressed gases, or other hazardous materials?	Y	N
<b>Will your business involve any of the following: (please answer ALL questions)</b>			
1	Firearms or Gunpowder	Y	N
2	Taxi Cab Services *Requires City Council Approval	Y	N
3	Private Security Guard/Company	Y	N
4	Tattooing	Y	N
5	Door to door soliciting of goods for services *Requires City Council Approval	Y	N
<b>If you answered "yes" to any of the above 5 questions, your license may be subject to Police Dept. review.</b>			

**Please read and sign below:**

I declare under penalty of perjury that the above information is true and correct to the best of my knowledge. I certify that I will operate my business in accordance with all applicable Federal, State, and City laws and regulations. I further understand that any false statements made herein are grounds for denial or revocation of my business license. I understand that the City of Chowchilla retains the right to request verification of my/our current year estimated annual income to ensure that I am paying the correct business license fee.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**HOME BASED BUSINESS - PLEASE READ AND SIGN BELOW**

I have read and understand CMC Section 18.06.458 Home Business of the Chowchilla Zoning Ordinance as stated in the Chowchilla Municipal Code shown on the front cover of the Home Business License Packet. I hereby state that my home business will conform to all provisions set forth in said section of the Chowchilla Municipal Code. I have read requirements A thru K on the front cover and will comply with all regulations thereof.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**OFFICE USE ONLY**

Police Dept. Approval                       Fire Inspection Required                       Community Development

Business License Fee: \$ \_\_\_\_\_ Application Fee: \$ \_\_\_\_\_ Fire Inspection Fee: \$ \_\_\_\_\_ ADA SB 1186 Fee: \$1.00

**Total Fees Due: \$ \_\_\_\_\_**  
100-4605-0000-8200-000                      100-4805-0000-8216-000                      100-4605-0000-8715-000

Approved by Community & Economic Development Dept.: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Police Department: \_\_\_\_\_ Date: \_\_\_\_\_

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## WELCOME TO CHOWCHILLA

### CMC SECTION 18.06.458 – HOME BUSINESS

“Home Business” means use of a dwelling located within a residential zone for a limited and incidental commercial purpose. Persons who wish to utilize their residence address as a business address in a primarily service-oriented business which operates outside the home (e.g. gardening service, contractor), or persons who wish to distribute products (e.g. beauty aids, home care products) from their residences on a special order basis, may do so without necessity of obtaining a conditional use permit so long as the following conditions are met:

- A. Such Business shall be conducted entirely by resident occupants and any person not a resident of the premises shall not be employed in connection therewith.
- B. The floor area used for such occupation shall not exceed one-fourth of the floor area of the main residence and garage, but in no case shall exceed four hundred square feet.
- C. No warehousing of inventory shall be maintained or stocked, and no window displays to attract customers shall be permitted.
- D. No internal or external alterations or construction features not customarily found in dwellings shall be permitted.
- E. Newspaper, radio, or television service used to advertise such occupations shall not include the use of the residential address. A post office box and/or telephone number only will be acceptable.
- F. Such business shall not generate vehicular traffic not normally associated with residential use.
- G. Chemicals, flammable materials or mechanical equipment not normally found in dwellings shall not be permitted within or upon the premises.
- H. Such business shall not involve the use of signs or structures other than those permitted in the zoning area of which it is a part of.
- I. A home business shall not generate noise or visible evidence of the use of the premises for a limited commercial purpose.
- J. A home business application must be submitted to the Chowchilla Planning Department and approved by the department prior to the conduct of a home business pursuant to this section.
- K. Home businesses are subject to all licensing and tax provisions set forth in Title 5 of the Chowchilla Municipal Code.

**PLEASE NOTE: A business license is permanent unless terminated or revoked. If you are no longer doing business or providing a service in the City of Chowchilla you must terminate your account in writing. If not, you will continue to be billed and be responsible for the amount that is due. (\_\_\_\_\_) Initial**