

BUSINESS LICENSE TAX

Ordinance No. 2431 (N.C.S.) establishing the following Business Licenses Taxes was adopted on June 22, 2004 and became effective with majority approval of city electors on November 2, 2004. This ordinance increases license tax rates and removes the exemption for manufacturers, agricultural and other businesses.

Sec. 19-5 Branch Establishments \$100

Sec. 19-23 Retail sales and general business

Annual Gross Receipts	Annual Rate
Less than \$ 25,000	25
25,001 50,000	50
50,001 100,000	100
100,001 200,000	150
200,001 300,000	200
300,001 400,000	300
400,001 500,000	400
500,001 600,000	500
600,001 700,000	600
700,001 800,000	700
800,001 900,000	800
900,001 1,000,000	900
1,000,001 & Greater	1,000

plus \$100 for each \$100,000 of gross receipts over \$1,000,000

Sec. 19-24 Water Utility
 Percent of Gross Receipts 3.75%

Sec. 19-25 Wholesalers
 Annual 100
 Per Employee 10

Sec. 19-26 Contractors
 Annual 100
 Annual per employee 10
 Quarterly 50
 Quarterly per employee 10

Sec. 19-27 Professions
 Individual 200
 Per employee 10

Sec. 19-27.1 Occupations and Services
 Individual 100
 Per employee 10

Sec. 19-28 Taxicabs, trucks and public transportation
 Per Vehicle 100

Sec. 19-29 Motels, hotels, Inn, motor courts, convalescent homes, etc	
1 to 15 units	100
16 to 25 units	150
26 to 70 units	250
Over 70 units	300
Sec. 19-30 Coin-operated devices and vending machines	
Distributor of Machines	100
Pinball or other coin-operated machine	50
Coin-operated music machine	50
Vending machine	10
Sec. 19-31 Transportation and sales of goods or services by person having no fixed place of business in City	
	100
Sec. 19-32 Public Amusement	
Billiards, bagatelle, pool table (per table)	50
Bowling alley (per lane)	25
Carnival (per day)	150
Circus (per day)	150
Exhibitions, public dancing, stage shows (Per Event)	100
Penny arcade	300
Sec. 19-33 Newspapers, radio station, television stations, and other communication services	
	200
Per employee	10
Sec. 19-34 Barbers, beauty shops & schools of cosmetology or beauty culture	
	50
Per employee (including students)	10
Sec. 19-35 Miscellaneous business enumerated shoeshine, whether or not operated in conjunction with any other business	
	25
Handyman	50
Lunch wagon/Caterer	50
Pawnbroker	500
Route salesman	50
Soliciting, peddling & other transient business not at a fixed location in the city or otherwise covered in this chapter	
Per day	50
Per quarter	200
Warehouse space	100
Sec. 19-35.1 Residential Rental	
Per unit (4 or more units)	12
Sec. 19-35.2 Manufacturers, Processors, Agricultural Businesses	
Individual	200
Per employee	10



City of Salinas

Finance Department

200 Lincoln Avenue, Salinas, CA 93901 (831) 758-7211

Business License Requirement

Businesses operating within the city limits of Salinas are required to have a business license. This includes businesses that operate from the home. Section 19 of the Salinas Municipal codes states in part "...It shall be unlawful for any person to do business within the City of Salinas without first having procured a license..."

Location of Your Business

The City of Salinas has established zoning regulations, which control the location and the operation of all commercial activities. Contact the Community Development Planning department before signing lease agreements or purchasing commercial property.

Home based businesses located within the city limits are required to obtain a Home Occupation Permit issued from the Community Development Planning Department, contact at (831) 758-7206.

Filing Your Business License Application

Business license application is a general form used for all types of businesses, complete only applicable information pertinent to your business.

Business Ownership

Sole-Proprietor..... A business owned by a single person who receives profits.

Partnership Two or more persons who are co-owners of business for profits.

Corporation..... An independent legal and tax entity, which remains intact even if its officers and directors change.

Non-Profit..... Must be recognized by the IRS as an exempt entity and must provide supporting documentation (section 501(c)(3)).

All applications must include a tax identification number or other form of identification approved by the City Council.

Contractors must include their State Contractors License Number.

All business involving food or food preparation must be accompanied with a valid Health Permit.

Retail businesses must provide a Seller's Permit number.

Type of Business

Be specific in the description of the type of business you will operate. For example, if you are a consultant, list the field of expertise and if you operate a mail order business, list the type of products sold.

Renewal

The city will mail a courtesy renewal notice. It is your responsibility to renew your business license during the month following the expiration of your license.

Calendar (January to December) and Fiscal (July to June) licenses that expire at the end of their cycle are renewed the following month without penalties. Penalties are assessed 10% for each month they are delinquent, maximum 50%.

Closure

You must notify the city Finance Department in writing when you close your business to avoid penalties.

Changes

Notify this office in writing if you have a change of address or a change of business name. The fee for a revised license is \$10.00.

Licenses are not transferable. If you sell your business, it is your responsibility to notify this office so your license may be closed. The new owner must apply for a new license in his/her name.

Moratorium

On November 1, 2005 the City Council placed a moratorium on the issuance of Business License for catering vehicles, non-motorized pushcarts and street vendors.

The above information gives you general information on obtaining a business license in the City of Salinas. Should you require additional information, please call (831) 758-7211.

City of Salinas

Website: www.ci.salinas.ca.us

Business License Application form:

This form may be downloaded and printed on your printer, then filled out and submitted to the Finance Department at City Hall. If you have any questions about this form or fees, call us at (831) 758-7211.

Home Occupation Permit form:

This form may be downloaded and printed on your printer, then filled out and submitted to the Community Development Department with your payment of \$22.55. If you have questions about this form, call (831) 758-7206.

Use Quick links:

Forms Available Online

PERMITS AND LICENSES

Business License Application

Home Occupation Permit

Other Agencies

We urge you to contact the agencies listed below for further information and for permits or licenses needed for your business.

California State Board of Equalization

(Sellers Permits)
111 East Navajo Drive, Suite 100, Salinas, CA 93906
(831) 443-3003

County of Monterey

(Fictitious Name Filing)
Recorder-County Clerk
Monterey County Government Center Administration Building
168 West Alisal Street, 1st Floor, Salinas, CA 93901
(831) 755-5450

Internal Revenue Service

(Federal Employer Identification Number)
(800) 829-3676

Monterey County Health Department

(Health Permits)
Environmental Health Division
1270 Natividad Rd. Rm. B301, Salinas, CA 93906
(831) 755-4505

Office of the Sheriff County of Monterey

(Vendors Permits)
Administration Department
1414 Natividad Road, Salinas, CA 93906
(831) 755-3702

Salinas Chamber of Commerce

119 E. Alisal Street, Salinas, CA 93901
(831) 424-7611