



County of Ventura

BUSINESS TAX CERTIFICATE APPLICATION

www.ventura.org/taxcollector

Telephone (805) 654-2653 or (805) 645-1328

FOR COUNTY USE ONLY	
TRA	APN
ISSUE DATE	LICENSE #
TRANS #	AMT PAID

BUSINESS ACTIVITY INFORMATION (APPLICATION MUST BE COMPLETED IN FULL)

BUSINESS NAME:		DATE STARTED BUSINESS:	
BUSINESS NAME 2 (DBA if applicable):		BUSINESS TELEPHONE: () ()	ALTERNATIVE TELEPHONE: () ()
BUSINESS ADDRESS (PHYSICAL ADDRESS):			
BUSINESS MAILING ADDRESS:			
COMPLETE BUSINESS DESCRIPTION:			
BUSINESS TYPE:	OWNERSHIP TYPE:	FEDERAL TAX ID:	CONTRACTOR LICENSE #:
<input type="checkbox"/> WHOLE SALE	<input type="checkbox"/> SOLE PROPRIETOR		
<input type="checkbox"/> RETAIL	<input type="checkbox"/> PARTNERSHIP	RESALE #:	OWNER'S SSN #:
<input type="checkbox"/> MANUFACTURING	<input type="checkbox"/> LLC		
<input type="checkbox"/> SERVICES	<input type="checkbox"/> CORPORATION	EMAIL (OPTIONAL):	
<input type="checkbox"/> REAL ESTATE	<input type="checkbox"/> EXEMPT		
<input type="checkbox"/> OTHER			

OWNER CONTACT INFORMATION

OWNER'S NAME(S):	OWNER'S DRIVERS LICENSE #:
OWNER'S ADDRESS:	

TAX RATE CALCULATIONS (PLEASE SELECT ONLY ONE (1) TAX GROUP)

GROUP	*GROSS RECEIPTS	TAX RATE	TAX
1		0.0005	
2		0.001	
3		0.0015	
	**TYPE #	TIME FRAME	TAX
4	# OF VEHICLE		TAX
5	GROSS PAYROLL	# OF EMPLOYEES	TAX
6	EXPLANATION OF EXEMPTION (state reason for exemption and provide proof as required)		
7			
STATE DISABILITY ACCESS FEE (Required by SB 1186)			\$1.00
TOTAL TAX DUE (Add \$1.00 to "TAX" amount calculated above)			

Certified Stamp from Planning and Zoning

Certified Stamp from Building and Safety

* Amount of gross receipts as reported to IRS. (New businesses estimate first year's receipts)

** Flat rate group must meet classifications as listed in Tax Group #4 (see back)

No person applying for a business tax certificate or commencing business in any new location or in any new structure, or in any structure previously occupied by another person or business, may obtain a permanent business tax certificate for the business tax year without first having obtained the following:

- A certificate of occupancy, or temporary certificate of occupancy, or a waiver of such certificate from the Department of Building and Safety;
- A zoning clearance from the Planning Department authorizing inauguration of the use;
- A permit or a waiver of a permit from the Ventura County Fire Protection District.

I, the undersigned, under penalty of perjury of the laws of the State of California, swear that the statements and figures herein are true, full and correct to the best of my knowledge and belief and that the reported estimates herein are believed to me to be true.

Applicant's Signature: _____ Date: _____

BUSINESS TAX BUREAU RATE SHEET

Use this classification list to determine your tax

GROUP 1 - GROSS RECEIPTS

\$.50 for each \$1,000.00 or fraction thereof of gross receipts with a minimum payment of \$35.00

Automobile repair
Billboards
Car washes, automatic
Child nurseries, private schools
Farming operations
Food storage (retail, wholesale, mfg)
Locksmiths
Machine shops
Maintenance, janitorial services
Manufacturing
Media operations
Mining operations (sand/gravel)
Petroleum product storage operations
Restaurants
Retail establishments
Satellite master antenna systems
Schools (trade, vocational, professional, etc.)
Studios (motion picture, radio, television, etc.)
Towing services
Used car, trailer, mobile home sales
Van moving and storage
Wholesale establishments
Woodworking shops
Wrecking/dismantling yards

GROUP 2 - GROSS RECEIPTS

\$1.00 for each \$1,000.00 or fraction thereof of gross receipts with a minimum payment of \$35.00

Animal hospitals, kennels, stables
Arcades, amusement
Barbers/beauty shops
Bars
Billiard/pool halls
Bowling alleys
Cardrooms
Contractors (subcontractors, Plumbers, landscapers, electricians, manicurists. etc)
Developers
Dry-cleaning
Fortune-telling
Gardeners
Golf courses
Health clubs, massage establishments
Hospitals
Junk dealers/collectors
Laundries/laundromats
Nail salons
Pawnbrokers
Personal services
Printing shops
Rentals & Leases
Repair shops
Resthomes
Rinks, ice and roller skating
Rubbish haulers
Sanitariums
Second hand dealers
Service stations (gasoline or diesel)
Telephone services
Theaters (plays, motion picture)
Travel agencies

GROUP 3 - GROSS RECEIPTS

\$1.50 for each \$1,000.00 or fraction thereof of gross receipts with a minimum payment of \$35.00

Auction houses
Cemeteries, mortuaries
Detectives, private police, security guards
Laboratories (medical, dental, etc.)
Oil well operations
Professional services (medical, dental, financial, insurance, engineering, accounting, real estate agents, etc.)
Waste treatment and disposal

GROUP 4 - FLAT RATE

Type 1 - \$150.00/day + \$10.00/concession

Animal Shows

Carnivals

Theaters & events in a temporary structure

Type 2 - \$15.00/day

Art/antique show promoters

Trade show - commercial promoters

Type 3 - \$50.00/day or \$500.00/year

Auctioneers

Type 4 - \$50.00/month

Bankruptcy/close out sales

Type 5 - \$150.00/day

Filming/taping (motion picture, television, still photography)

Type 6 - \$25.00/year per machine/device

Machines(amusement, photocopy, postage, vending)

Children's mechanical riding equipment

Music boxes/devices

Type 7 - \$10.00/day or \$25.00/month

Produce stands

Type 8 - \$350.00/year

Solicitors – principal

Telephone solicitors – principal

Type 9 - \$10.00/day or \$25.00/month

Solicitors - individual

Telephone solicitors – individual

Type 10 - \$10.00/day or \$25.00/month

Vendors

Type 11 - \$20.00/1,000 square feet/year

Warehouses

Type 12 - \$200.00 per tower

Cell towers

GROUP 5 - WHEEL TAX

Businesses located outside of the unincorporated areas of Ventura County conducting business within the unincorporated areas of the county by use of a motor vehicle or vehicles:

\$50.00 for the first vehicle

\$30.00 for each additional vehicle

GROUP 6 - ADMINISTRATIVE HEADQUARTERS

Businesses that do not provide a product or service but function on an administrative level
\$.50 for each \$1,000 of gross payroll of all persons employed in the previous fiscal year, with a minimum payment of \$50.00

GROUP 7 - EXEMPTIONS

To claim exempt status, complete this application and indicate your reason for exemption and sign the sworn statement.

- Agricultural growers and producers
- Any person transacting and/or carrying on any business exempt by virtue of the Constitution or applicable statutes of the United States or of the State of California
- Benefit activities
- Charitable purposes
- Disabled veterans - must furnish a certificate of physical disability executed by a qualified surgeon of the armed forces, proof of honorable discharge, and a recent photograph to be attached to the Business Tax Certificate
- Garage sales
- Minors or adults over 65 that are engaged in a business with gross receipts under \$2,000.00
- Non-profit activities

We must caution you that if there is any omission and/or conflict between this application and one or more provisions of Division 2, Chapter 1 Ventura County Ordinance Code, the ordinance must prevail.

Tax Collector:

Phone: (805) 654-2653
800 S. Victoria Ave.
Ventura, CA 93009
Web: venturapropertytax.org

Office Hours:

Monday thru Friday 8am-4:45pm
The Office is closed on Major Holidays

Planning and Zoning:

Phone: (805) 654-2488
Web: ventura.org/rma/planning

Building and Safety:

Ventura Office
Phone: (805) 654-2788
East County Office
Phone: (805) 582-8064
Web: ventura.org/rma/build_safe