

CITY OF FERNDALE

Business License Application

834 Main Street * P.O. Box 1095
Ferndale, CA 95536
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Email: cityclerk@ci.ferndale.ca.us

I (we) hereby apply for a Business License to conduct business within the city limits of Ferndale, under city Business Ordinance 06-01.

Federal Tax ID#/SS# _____ Sellers Permit # _____

Business Owner(s) : _____

Business Name: _____

Nature of activity, business, profession: _____

Business physical address: _____

Business mailing address: _____

Business phone number: _____ Email Address _____

Home mailing address: _____

Home phone number: _____

License date (if less than the fiscal year) : _____

I declare under penalty of perjury that the foregoing is true and correct.

Signature of applicant

Date of application

APPROVALS	Initials:	Date:
Premises approved by Building Inspector		
Premises approved by Fire Department		
Application approved by City Hall		

SCHEDULE OF FEES (FY 2015-16 Fees and Fines Schedule)	
Premises Inspection – if necessary	\$50.00
Business License for fiscal year – Retail (from July 1 st through June 30 th)	\$65.00
Business License for period of less than a fiscal year – Retail, per quarterly unit	\$20.00
Business License for fiscal year – No Sales Tax (from July 1 st through June 30 th)	\$85.00
Business License for period of less than a fiscal year – No Sales Tax, per quarterly unit	\$25.00
Duplicate Business License issuance	\$10.00
Transfer Business License Location	\$10.00
Carnival, per day	\$105.00
Vendor, per day, (If food vendor, must have health inspection – Call and set up an appointment with Vanessa Huerta (707)599-3455.)	
Service/Product not offered locally	\$10.00
Service/Product offered locally	\$175.00
Chamber Sponsored Sales	\$100.00

The complete Business Ordinance 06-01 may be reviewed at City Hall or online at <http://ci.ferndale.ca.us> click on Laws 07/22/2014

New Business Check List –

If you are doing business in the City of Ferndale, you may need some or all of the following. Please contact Ferndale City Hall for applications and to pay fees.

_____ Ferndale Business License

_____ A building inspection may be required before a new business license is issued

_____ The premises will need a fire inspection from the fire department before a business license is issued.

_____ Any place preparing or serving food will require a health inspection fee. Contact Vanessa Huerta to set up an inspection: (707)599-3455. A business license will not be issued until a health inspection is completed.

_____ Any change to the look of the outside of the building in the Design Review zone, including signs, doors, window, paint, will require a “Use Permit – Design Review”. There are some restrictions on materials, size, color, and lighting. This application will go through the Design Review Committee, under the Planning Commission.

_____ All signs must comply with the Sign Ordinance (Ordinance 2013-02) Neon Open/Closed signs are strictly prohibited.

_____ For a Bed & Breakfast, a hotel, or motel, you will need to pay bed tax to the City of Ferndale.

_____ For a home business in a residential zone, you will need a “Use Permit – Home Occupancy.” This will require a deposit, and the application may go through the Planning Commission or be approved administratively.

_____ In some zones, you may need a “Use Permit” for a particular type of business.

OTHER THINGS TO CONSIDER:

_____ Fictitious Business Name – Call the County Clerk 445-7593

_____ Sales and Use Tax – Call the State Board of Equalization: 1-800-400-7115