



City of Redwood City
 Finance Department
 Revenue Services Division
 P.O. Box 3355
 1017 Middlefield Road
 Redwood City, CA 94063

Business Tax Application

Questions? Contact: Luis Bertelsen
 lbertelsen@redwoodcity.org
 (650) 780-7214/ Fax (650) 368-6974

RWC License # _____ NAICS Code _____
 APN _____ New Business Change of Ownership

Business Name _____

Phone _____

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Business Address (include Zip) _____

E-mail Address _____

Mailing Address (include Zip) _____

Opening Date (MM-DD-YY) _____

Business Description (please be specific) _____

of Persons (including owners, partners, employees) _____

Federal Tax ID _____

Sellers Permit (if applicable) _____

State Contractor License (if applicable) _____

Business Owners/ Corporate Directors/ Partners

Title

Home Address (include Zip)

Phone

1. _____

2. _____

3. _____

4. _____

Contact Person (in case of an emergency) _____

Phone _____

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Business Type

- Sole Proprietor Corporation Limited Partnership
 Partnership Joint Venture LLC
 Co-Partners Business Trust Government

If Real Estate Rental Business

Commercial (# of square feet) _____
 Residential (# of units) _____

If Applicable

of coin machines _____
 # of delivery trucks _____

Is your corporate office located in Redwood City? Yes No; if not, where? _____

Is your business home-based? Yes No What is the square footage of your business location? _____

Appropriate permits from the planning, building, fire, police and/ or other departments of the city may have to be secured before the start of your business. The business location, whether owned or leased, must be properly zoned and the building must meet fire code and hazardous materials standards. **A business tax does not indicate clearance from the city, county, state or federal governments from permits or licenses, which may be required for your type of business. Business license taxes are non-refundable (Sec. 32.117).** You may want to contact the appropriate City departments, and/ or county, state or federal agencies before submitting your application.

I declare, under penalty of perjury, that this application has been prepared by me or under my direction and to the best of my knowledge and belief, is true and correct.

Signature

Title

Date

Fee Calculation: Base Fee \$ 37.00
 # of persons FT _____ x \$24 = \$ _____
 # of persons PT _____ x \$12 = \$ _____
 # of rental units _____ x \$13 = \$ _____
 # of commercial sq. ft. _____ x \$13 = \$ _____
 Late payment penalty \$ _____
 (10% of total fees monthly up to 100% per fiscal year)
 Fee proration \$ _____
 Total fees due (see fee schedule to determine fees) \$ _____

Credit card payment information MC VISA
 Credit card number _____
 Credit card expiration date _____
 Revenue Services approval _____
 Planning/ BIT approval _____

