

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



Application for Business License

Pursuant to Title 5 Business Licenses, Taxes and Regulations of the Rio Dell Municipal Code (RDMC), every person as defined in Section 5.05.010 of the RDMC, transacting and carrying on any business in the City of Rio Dell shall obtain a business license from the City. The annual licensing fee shall be based on the proceeding calendar years gross receipts or estimated gross receipts based on the following classification and rates:

Classification	Yearly Gross Receipts	Annual License Fee
A	\$500.00 - \$30,000.00	\$31.00*
B	In excess of \$ 30,000.00	\$61.00*

Payment must be made before July 31st of each year or a penalty will be assessed pursuant to Section 5.05.120 of the Rio Dell Municipal Code.

Please complete the information below:

Applicant Information		Business Information	
Name		Name	
Address		Address	
City/State/Zip		City/State/Zip	
Telephone		Telephone	
Email		Email	
Drivers License # & Exp. Date		Assessor Parcel Number	
Describe the type of business: _____ _____ _____ _____			
Date Business Started: _____		Retail Sales: YES <input type="checkbox"/> NO <input type="checkbox"/>	
Is the Business an Address of Convenience? YES <input type="checkbox"/> NO <input type="checkbox"/>		If "YES", Please provide a copy of your Board of Equalization's Seller's Permit.	
Is the Business a Home Occupation? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Is the Business a Cottage Industry? YES <input type="checkbox"/> NO <input type="checkbox"/>			
If "YES" to the above, you will need a separate application and additional fees.			

“Address of Convenience” means non-residential activities associated with any profession, occupation or hobby, having no employees, receiving no more than one delivery per day at the residence and utilizing a private residence only for receiving mail, phone calls and related record keeping (typically a mobile business). No more than one truck or other motor vehicle no larger than one ton and shall be permitted at the site of the Address of Convenience.

“Home Occupation” means the conduct of an art or profession, the offering of a service on the conduct of a business, or the manufacture of handicraft products in a dwelling in accordance with the regulations prescribed in Chapter 17.30 RDMC.

“Cottage Industry” means the on-site production of goods by hand manufacturing in an enclosed building which involves only the use of hand tools or domestic mechanical equipment or a single kiln, and the incidental direct sale to consumers of only those goods produced on-site by the inhabitants of the property and which is clearly incidental and secondary to the residential use of the property. Typical uses include, but are not limited to, ceramic studios, custom jewelry, wood-working, small furniture and cabinet manufacturers or metal fabrication and welding. No more than one truck or other motor vehicle no larger than one ton shall be permitted at the site of the Cottage Industry.

I UNDERSTAND THAT THIS IS AN APPLICATION FOR A BUSINESS LICENSE AND THAT THE COMPLETION OF THE APPLICATION DOES NOT CONSTITUTE APPROVAL AND THE ISSUANCE OF A BUSINESS LICENSE TO OPERATE A BUSINESS IN THE CITY OF RIO DELL. THE BUSINESS LICENSE IF APPROVED IS FOR THE FISCAL YEAR, JULY 1ST THROUGH JUNE 30TH.

I declare under penalty of perjury, that the information contained herein is true and correct and that I/we qualify as a **Class ☐ A or Class ☐ B** business based on the proceeding calendar years gross receipts or estimated gross receipts. I ☐ **am**, ☐ **am not** the property owner of the parcel. If the applicant is not the property owner, the property owner must also sign the application.

Applicant's Signature

Title

Date

Property Owner (Print Name)

Property Owner's Signature

Date

****Effective January 1, 2024, pursuant to Senate Bill 1186 the \$4.00 fee added to every Business License application is reduced to \$1.00 to help fund the State Certified Access Specialist Inspection Program for compliance with the American Disabilities Act (ADA).***

5.05.120 Rio Dell Municipal Code: Penalty for failure to pay license tax when due. For failure to pay a license tax when due, the City shall add a penalty of 25 percent of said license tax on the last day of each month after the due date thereof, providing that the amount of such penalty to be added shall in no event exceed 100 percent of the amount of the license tax due. [Ord. 259, 2009.]

Staff Use Only			
<input type="checkbox"/> Planning Department		<input type="checkbox"/> Public Works	
<input type="checkbox"/> Conditional Use Permit		<input type="checkbox"/> Police	
<input type="checkbox"/> Variance		<input type="checkbox"/> Special Event	
<input type="checkbox"/> Parking Exception		<input type="checkbox"/> I.D. Check	
<input type="checkbox"/> RDMC Section: _____		<input type="checkbox"/> Adult Business	
<input type="checkbox"/> Other _____		<input type="checkbox"/> Other _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Health Department Approval Required: : YES <input type="checkbox"/> NO <input type="checkbox"/>		Approval Date:	
Comments: _____			

Amount Paid:	Receipt #	City Manager/City Clerk Approval:	Date: