



City of Nevada City

Business License Application

317 Broad Street
Nevada City, CA 95959
Tel: (530) 265-2496 • Fax: (530) 265-0187
www.nevadacityca.gov

Renewal Month: _____

For City Use Only

Fees are updated each July 1st.

Check One:

- ☐ New License
☐ Renewal
☐ Address Change

Date: _____ First Day of Business: _____ Number of Employees: _____

Business Name: _____

(If Business name does not include legal last name: attach a Copy of Fictitious Business Name Statement or Articles of Incorporation or Statement of Organization.)

Business Site Address: _____

Business Mailing Address: _____

Business Phone: _____ Emergency Phone: _____

(Must be different # than business phone)

Contact Name: _____ Email: _____

Type of Ownership: Sole Proprietor ☐ Partnership ☐ LLC ☐ Corporation ☐ Trust ☐

Owner(s) Name (Last, First, MI) OR Corporation: _____

Owner/Corporate Mailing Address: _____

Select One & Provide #: ☐ FEIN ☐ SEIN ☐ SSN #: _____

Home-Based Business? ☐ Yes ☐ No State Contractor's License #: _____

Business Description: _____

Business License Tax Calculation. The Business License Tax is based on the number of part and full-time employees of the business. Businesses may select a 1-year license or a 3-year license (which includes a 5% discount to reflect the reduction in administrative costs). Please select the desired term of your Business License and complete your tax calculation in the table below.

- ☐ 1-Year Business License
☐ 3-Year Business License
(includes 5% discount)
☐ 1-Year Vendor License

Fees are updated each July 1st.

	1-Year through 6/30/26	3-Year through 6/30/26	Tax Calculation
Less than 10 Employees	\$ 138	\$393	
10 or More Employees	\$202	\$578	
Vendor License	\$20	N/A	
State Fee – SB 1186	\$4	\$4	\$4
		Total	

**On September 19, 2012, the Governor signed SB-1186 which adds a State fee (currently \$4) to each application for a local business license or similar instrument or permit, or renewal thereof.*

Please complete reverse side of application

IMPORTANT – Please read all information below:

This application is a Public Record. Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies:

The Division of the State Architect at www.dgs.ca.gov/dsa/Home.aspx.

The Department of Rehabilitation at www.rehab.cahwnet.gov.

The California Commission on Disability Access at www.cdda.ca.gov.

Business Licenses are issued subject in part to the information provided by applicants. Any change in the information provided may invalidate the business license. The general Business License is not transferable to a new owner, new type of business activity, or location.

It is the responsibility of all Business License applicants to identify and obtain all special permits and approvals required by Federal, State, County or City regulation. It is also the responsibility of the applicant to comply with all City building and zoning regulations and ordinances. Failure to do so may invalidate your right to do business in this City and may subject you to penalties and legal sanctions.

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

Signature of Applicant

Date

Please return this Business License Application along with your payment to:

City of Nevada City
317 Broad Street
Nevada City, CA 95959

FOR CITY USE ONLY

Business ID # _____ License # _____ Receipt # _____

Check # _____ Amount _____ Date _____ Approved by _____