



City of Brisbane, CA (9915)

Business License Renewal

Due: January 1st • Delinquent Date: February 1st

Email: [muniblsupport@avenuinsights.com](mailto:muniblsupport@avenuinsights.com)

Toll Free Phone: (866) 240-3665 • Toll Free Fax: (855) 219-4338

Remit To: City of Brisbane • c/o Avenu Insights & Analytics • 373 East Shaw Ave Box 367 • Fresno, CA 93710

Toll Free Phone: (866) 240-3665 • Fax: (855) 219-4338 • Email: [muniblsupport@avenuinsights.com](mailto:muniblsupport@avenuinsights.com)

NOTIFICATION: AREAS SHADED IN GRAY SHALL BE CONSIDERED PUBLIC INFORMATION PER THE CALIFORNIA PUBLIC RECORDS ACT AND CA. BUS. & PROF. CODE § 16000.1. If Applicant's business mailing address is a residential address, that address will be subject to public disclosure unless Applicant provides a different address (e.g. PO Box) where the Applicant consents to receive service of process.

Business Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Business Name/Location: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Check here if your business has CLOSED, WAS SOLD OR IS NO LONGER OPERATING in the Brisbane city limits. Please note that if your business reopens, if you open a new business or if your business resumes operation within the City of Brisbane in the future, you must contact our office for assistance. Effective Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Comments: \_\_\_\_\_

Sign and date the bottom of this form before returning to our office.

Moved, changed ownership or changed business name within the past year? You are required to notify our office by providing a new application. You should file online as a NEW business or download an application at [www.avenuinsights.com](http://www.avenuinsights.com).

Check here if the Physical Location provided is a RESIDENTIAL address.

Account #: \_\_\_\_\_

Based on you business description, see the applicable rate on the reverse side of this form.

Step 1: Enter the total amount of employees in the City of Brisbane: (1) \_\_\_\_\_

Step 2: Calculate the business license tax due: (2) \$ \_\_\_\_\_

Business Classification	Business Description	Gross Receipts (if applicable)	Other Calculation Method (if applicable)	Flat Fee Amount (if applicable)	License Tax Due
		\$		\$	\$
		\$		\$	\$
		\$		\$	\$

Instructions for Calculating License Tax –

- See City of Brisbane, CA Fee Schedule for a list of businesses classifications and descriptions, and annual tax rates.
- The Other Calculation Method column may be used for licenses based on the number of units: i.e. employees, persons, square footage, etc. Must report the amount of units required for calculation under the Other Calculation Method column. Failure to include the number of units may cause delays during processing of your application.

Step 3: Add Penalty (If applicable): (3) \$ \_\_\_\_\_

Step 4: Add CA Senate Fee (Required): (4) \$ \_\_\_\_\_ 4.00

Step 5: Total Amount Due (Sum amounts from Steps 2, 3 and 4 above): (5) \$ \_\_\_\_\_

Make checks payable to: Tax Trust Account

SWORN STATEMENT

I acknowledge that the City of Brisbane issuance of a Business License and payment of Business License Tax does not entitle me/authorized representative to conduct any business in the City that is in violation of any applicable laws. I further acknowledge that the City of Brisbane issuance of a Business License does not waive the City of Brisbane's right in any way to enforce compliance with applicable laws against me/authorized representative. I hereby certify, under penalty of perjury, that the information in this application is true, correct, and complete to the best of my knowledge and belief. I agree to comply with all applicable laws and ordinances regulating the operation of this business. \*I acknowledge that whatever address has been provided by me for the purpose of legal service of process will be subject to public disclosure.

Signature of Business Owner/Authorized Representative

Printed Name

Date

Telephone Number

Email

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by Avenu Insights & Analytics due to insufficient funds will be electronically represented to the presenters' bank no more than two times in an effort to obtain payment. Avenu Insights & Analytics is not responsible for any additional bank fees that will accrue due to the submission of the returned item. Please see the full returned check policy at [www.avenuinsights.com](http://www.avenuinsights.com).

### OUTDOOR ADVERTISING TAX CALCULATIONS

- 1 Gross Receipts \$ \_\_\_\_\_  
 2 Multiply line by \$ 0.08 If any of signs is 20" x 60", double  
 3 Tax Due \$ \_\_\_\_\_ faced sign (or equivalent square footage),  
 4 Penalty (if any) \$ \_\_\_\_\_ the minimum tax shall be \$18,000.  
 5 TOTAL DUE (3-4) \$ \_\_\_\_\_

Note: Please return your remittance copy showing this calculation & include a separate list showing sizes, locations & gross receipts of each sign.

### NUMBER OF EMPLOYEES TAX TABLE

- \$18.00 for first person employed—or \$18.00 per 1 employee  
 \$9.00 per person, next 19 persons employed—or \$189.00 per 20 employees  
 \$4.50 per person, next 80 persons employed—or \$549.00 per 100 employees  
 \$3.75 per person, next 100 persons employed—or \$924.00 per 100 employees  
 \$2.25 per person, for every person employed over 200

### GROSS RECEIPTS TAX TABLE

GROSS RECEIPTS ARE:	BUT NO MORE THAN:	BUSINESS LICENSE TAX SHALL BE:
\$0	\$50,000.00	\$50.00
\$50,000.01	\$75,000.00	\$75.00
\$75,000.01	\$100,000.00	\$100.00
\$100,000.01	\$150,000.00	\$125.00
\$150,000.01	\$250,000.00	\$150.00
\$250,000.01	\$350,000.00	\$175.00
\$350,000.01	\$450,000.00	\$200.00
\$450,000.01	\$550,000.00	\$225.00
\$550,000.01	\$700,000.00	\$250.00
\$700,000.01	\$1,000,000.00	\$300.00
\$1,000,000.01	\$1,500,000.00	\$350.00
\$1,500,000.01	\$2,000,000.00	\$400.00
\$2,000,000.01	\$3,000,000.00	\$500.00 plus \$0.20 per \$1,000 or fraction thereof over \$2,000,000 & up to \$3,000,000
\$3,000,000.01	\$4,000,000.00	\$700.00 plus \$0.15 per \$1,000 or fraction thereof over \$3,000,000 & up to \$4,000,000
\$4,000,000.01	\$5,000,000.00	\$850.00 plus \$0.10 per \$1,000 or fraction thereof over \$4,000,000 & up to \$5,000,000
\$5,000,000.01	\$10,000,000.00	\$1,050.00 plus \$0.05 per \$1,000 or fraction thereof over \$5,000,000 & up to \$10,000,000
\$10,000,000.01	AND OVER	Calculate tax due based on 0.075 per \$100. Reduced by a credit for sales tax received by the City from the same business, with a min of \$1,300. After 2012 the max will be subject to adjustment for increase in the Consumer Price Index, contact Avenu for details.

### BUSINESS LICENSE DUE DATES & DELINQUENT DATES

<u>FREQUENCY</u>	<u>TAX DUE DATE</u>	<u>TAX DELINQUENT DATE</u>
Annual License	January 1 of each year	February 1 <sup>st</sup> of each year
Semi-Annual License	January 1 & July 1	10 <sup>th</sup> of January & July of each year
Quarterly License	1 <sup>ST</sup> of Jan, Apr, Jul & Oct	10 <sup>th</sup> of Jan, Apr, Jul & Oct
Monthly License	1 <sup>st</sup> day of each month	Same as due date
Weekly License	Monday following Licensed Week	
Daily License	Daily in Advance	

### PENALTIES FOR LATE PAYMENTS

ANNUAL LICENSE	10% if tax is not paid within 30 days from Due Date 25% if tax is not paid within 60 days from Due Date
QUARTERLY LICENSE	10% if tax is not paid within 10 days from Due Date 25% if tax is not paid within 20 days from Due Date
MONTHLY LICENSE	10% if tax is not paid within 10 days from Due Date 25% if tax is not paid within 15 days from Due Date
WEEKLY & DAILY	10% if tax is not paid within 30 days from Due Date 25% if tax is not paid within 60 days from Due Date