



City of Calistoga, CA (9931) Business License Fee Schedule

Thank you for doing business in the City of Calistoga.

All businesses transacting or carrying on any business in the City of Calistoga must pay and/or obtain a business license.

How to file:

➤ **Online Filing Coming Soon!**

- **To remit payment by form:** Complete the Business License Application located [\[link\]](#). For your convenience, this form can be completed electronically with Adobe Reader, or printed then manually completed.

Click on the following (or scroll to the bottom of the document) to see more information on the following topics:

- ✦ [Calculation](#)
- ✦ [Employee Count, Definition of](#)

Online Filing: Coming soon!

• Fast • Secure • Step-by-Step

For your information:

License Due Date: Renew annually on January 1st.

License Delinquent Date: Licenses are considered delinquent on or after February 1st of each license year.

License Expiration: All licenses (except temporary licenses) expire December 31st of each year and must be renewed annually.

To prevent a delay in the issuance of a license, please note the following:

- Licenses based on unit count (# of employees, # of vehicles, # of rooms, # of days, etc.) cannot be issued until the unit count is provided and the license is paid in full.
- Business license categories that require additional certification and/or documents cannot be issued until such documentation is received and the license is paid in full.
- New businesses and those businesses with a change in physical location or new owner must be City approved before licenses can be issued. Licenses will remain in a hold status until approval is authorized and the license is paid in full.

Customer Service

Toll Free Phone: (866) 240-3665
Toll Free Fax: (855) 219-4338
Se habla español.

Email: bizlicensesupport@muniservices.com
Website: [\[link\]](#)

Remit to address:
City of Calistoga
c/o MuniServices
438 E. Shaw Avenue, Box 367
Fresno, CA 93710

Make checks payable to "Tax Trust Account"

City of Calistoga, CA

New Business License Application Fee Schedule

Questions? Contact Support toll free at (866) 240-3665 or bizlicensesupport@muniservices.com

- Rates provided below are for NEW businesses and CHANGE OF LOCATION applications.
- No license shall be transferable to another person.
- For the protection of the public, various types of business operations are regulated through the City of Calistoga Police, Fire, Building, Planning, Public Works Departments or the Napa County Environmental Health Division. Your business may or may not be so regulated.
- A separate license must be obtained for each and every branch establishment or separate place of business within the City at which a business is carried on.
- Employee Count – for definition per Calistoga Municipal Code 5.04.010, visit: <http://www.codepublishing.com/CA/Calistoga/>.
- To review the City of Calistoga's Municipal Code for Business Licenses, visit <http://www.codepublishing.com/CA/Calistoga/>.

Schedule Code #	Description/Additional Information	New Application Submitted January 1 – June 30	New Application Submitted July 1 – December 31
1.00	Ambulance Service	See below, Employee Count Rate Table	See below, Employee Count Rate Table
2.00	Amusement-Carnival	Day 1 & 2 Each Additional Day	No charge \$92.24
2.01	Amusement-Circus	\$184.48 per show	\$184.48 per show
2.02	Amusement-Dance	\$92.24 per show	\$92.24 per show
2.03	Amusement-Games	\$30.75 per show	\$30.75 per show
2.04	Amusement-Open Air Shows	\$130.00 per show	\$130.00 per show
3.00	Animal Care Services	See below, Employee Count Rate Table	See below, Employee Count Rate Table
4.00	Antiques, Secondhand Goods, Thrift Store, Consignment Shop, Souvenir Shop	See below, Employee Count Rate Table	See below, Employee Count Rate Table
5.00	Apartments	First Apartment \$46.12 Each Additional Apartment \$12.30	First Apartment \$23.06 Each Additional Apartment \$ 6.15
6.00	Art Dealer, Gallery, Sale of Art	See below, Employee Count Rate Table	See below, Employee Count Rate Table
7.00	Auctions, Flea Markets, Yard Sales	\$18.45 per event \$153.73 per year	\$18.45 per event \$76.87 for remaining year
8.00	Automotive Repair, Automotive Parts, Towing	See below, Employee Count Rate Table	See below, Employee Count Rate Table
9.00	Bar, Tasting Room	See below, Employee Count Rate Table	See below, Employee Count Rate Table
11.00	Barbershop, Beauty Salon, Nails, Personal Services (Massage, see below)	See below, Employee Count Rate Table	See below, Employee Count Rate Table
12.00	Bed & Breakfast	\$62.57 per room	\$62.57 per room
13.00	Coin Operated Vending or Pay Devices	\$12.30 per machine	\$12.30 per machine
14.00	Contractor – General or Electrical with CA Board License	\$83.04 flat fee	\$41.52 flat fee
14.01	Contractor without CA Board License	See below, Employee Count Rate Table	See below, Employee Count Rate Table
14.02	Contractor – Specialty with CA Board License	\$83.04 flat fee	\$41.52 flat fee
15.00	Firearm & Ammunition Sales (Authorized for Retail Sales of Firearms)	See below, Employee Count Rate Table	See below, Employee Count Rate Table
16.00	Gardener, Landscaper	See below, Employee Count Rate Table	See below, Employee Count Rate Table
17.00	Gasoline Station	See below, Employee Count Rate Table	See below, Employee Count Rate Table
18.00	Health Club, Mud Baths, Spa	See below, Employee Count Rate Table	See below, Employee Count Rate Table
19.00	Home Business Requires pre-approval from Planning Department	\$30.00 flat fee	\$15.00 flat fee

Schedule Code #	Description/Additional Information	New Application Submitted January 1 – June 30	New Application Submitted July 1 – December 31
20.00	Hospitals, Retirement Homes, Assisted Living (Not deemed exempt)	See below, Employee Count Rate Table	See below, Employee Count Rate Table
21.00	Lodging, Inn, Hotel, Motel, Resort	See below, Employee Count Rate Table	See below, Employee Count Rate Table
22.00	Mail Order Goods	\$92.24 flat fee	\$46.12 flat fee
23.00	Manufacturers, Wholesalers	See below, Employee Count Rate Table	See below, Employee Count Rate Table
24.00	Massage Therapy	See below, Employee Count Rate Table	See below, Employee Count Rate Table
25.00	Medical/Dental Clinic	See below, Employee Count Rate Table	See below, Employee Count Rate Table
26.00	Newspaper or Publications (Fixed place in City)	See below, Employee Count Rate Table	See below, Employee Count Rate Table
27.00	Outside Service	\$73.79 flat fee	\$36.90 flat fee
28.00	Passenger Transportation Services, Vehicles for Hire Requires pre-approval from City Council (Taxicabs, see below.)	See below, Employee Count Rate Table	See below, Employee Count Rate Table
29.00	Peddlers or Solicitors Requires pre-approval from Police Department	\$12.30 per day \$122.99 per year	\$12.30 per day \$61.49 for remaining year
30.00	Professional Services	See below, Employee Count Rate Table	See below, Employee Count Rate Table
5.01	Real Estate, Property Management	See below, Employee Count Rate Table	See below, Employee Count Rate Table
5.02	Rental Dwellings 3 Units or Less	3 Units or Less First Unit \$29.84 Units 2 and 3 \$ 8.44 /EA	3 Units or Less First Unit \$14.92 Units 2 and 3 \$ 4.22 /EA
5.03	Rental Dwellings 4 Units or More	4 Units or More First Unit \$53.71 Each Additional Unit \$12.39	4 Units or More First Unit \$26.86 Each Additional Unit \$ 6.20
31.00	Restaurant, Café, Bakery, Eating Place	See below, Employee Count Rate Table	See below, Employee Count Rate Table
32.00	Retail Sales	See below, Employee Count Rate Table	See below, Employee Count Rate Table
33.00	Retail Service	See below, Employee Count Rate Table	See below, Employee Count Rate Table
28.01	Taxicabs Requires pre-approval from City Council	First Taxi \$55.34 Each Additional Taxi \$36.90	First Taxi \$27.67 Each Additional Taxi \$18.45
5.04	Trailer & Mobile Home Park	First Trailer \$46.12 Each Additional Trailer \$12.30	First Trailer \$23.06 Each Additional Trailer \$ 6.15
34.00	Transport & Delivery	First Vehicle \$73.79 Each Additional Vehicle \$27.57	First Vehicle \$36.90 Each Additional Vehicle \$13.84
35.00	Unclassified Businesses	See below, Employee Count Rate Table	See below, Employee Count Rate Table
36.00	Utilities-Bus Company, Telegraph, Telephone, Gas or Electric (Not already paying franchise tax)	See below, Employee Count Rate Table	See below, Employee Count Rate Table
37.00	Veterinarian	See below, Employee Count Rate Table	See below, Employee Count Rate Table
38.00	Warehouse, Storage Facility, Wine Storage	See below, Employee Count Rate Table	See below, Employee Count Rate Table
39.00	Wine Shop	See below, Employee Count Rate Table	See below, Employee Count Rate Table

Employee Count Rate Table

New Application Submitted January 1 – June 30		New Application Submitted July 1 – December 31	
1-2	Employees \$101.46	1-2	Employees \$ 50.73
3-5	Employees \$184.48	3-5	Employees \$ 92.24
6-10	Employees \$350.51	6-10	Employees \$175.26
11+	Employees \$553.44	11+	Employees \$276.72

How do I determine employee count?

As per Calistoga Municipal Code 5.04.010:

Average number of persons employed” shall be determined by ascertaining the total number of hours of service performed by all employees of applicant within the City during the previous calendar year, and dividing the total number of hours of service thus obtained by the number of hours of service constituting a year’s work of one full-time employee according to the custom or laws governing such employment. In computing the average number of persons employed, a fraction of one-half or more of the customary or equal annual full-time employee hours shall be considered as one additional employee. “Persons employed” includes proprietors and persons who have an interest in the business as well as relatives and members of the family who render services. An individual, relative, or employee who furnishes only occasional services to a business, shall not be included in the computation of average number of individuals employed or engaged as specified in this chapter. For the purposes of this chapter, an individual furnishing occasional services is an individual who is employed or engaged in the business no more than 400 hours in a calendar year.