



Remit To: City of Ceres • c/o MuniServices, LLC • 373 East Shaw Ave Box 367 • Fresno, CA 93710
Toll Free Phone: (866) 240-3665 • Fax: (855) 219-4338 • Email: bizlicensesupport@muniservices.com

Business Name: _____
 Doing Business As: _____
 Mailing Address: _____
 Location Name: _____
 Location Address: _____

MuniServices Account #: _____

License Period (Select only one, and enter year.):

- April-May-June 20____ (Delinquent on or after May 6th)
- July-Aug-Sept 20____ (Delinquent on or after August 5th)
- Oct-Nov-Dec 20____ (Delinquent on or after November 5th)
- Jan-Feb-March 20____ (Delinquent on or after February 5th)

Provide Business Category
(See City of Ceres Fee Schedule on page 2 of form.): _____

Section 1 – Calculate the License Fee Due

- Step 1:** Report the number of rental properties/units: (1) _____
- Step 2:** Calculate license fee due using the number reported above. See calculation instructions on page 2 of form. (2) \$ _____
- Step 3:** Add Penalty if paid on or after the delinquent date for the license period selected above.: 10% per delinquent month. Max 30% (3) \$ _____
- Step 4:** Add \$4.00 CA Senate Fee SB-1186: Due annually. Applies to renewals for the April-May-June quarter. (4) \$ _____
- Step 5:** **Total Amount Due (Sum amounts from Steps 2, 3 and 4):** (5) \$ _____
Make check payable to: Tax Trust Account

Section 2 – Sworn Statement

I acknowledge that the City of Ceres' 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 Ceres' issuance of a Business License does not waive the City of Ceres' 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.

Signature Printed Name Title Date Phone

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by MuniServices, LLC due to insufficient funds will be electronically represented to the presenters' bank no more than two times in an effort to obtain payment. MuniServices, LLC 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.revds.com/taxpayer/return-check-disclaimer.

Rental or Lease of Property Fee Schedule

Classification/Business Description with Calculation Instructions	Examples
<p><i>Internal code: 20.00</i> Rental or Lease of Property - Apartment House/Rental Unit</p> <p>Apartment House/Rental Unit (2-5) = \$15 Apartment House/Rental Unit (6-9) = \$20 Apartment House/Rental Unit (10-20) = \$25 Each additional 10 units or fractional part thereof = \$10</p>	<p><i>Reporting 375 units:</i></p> <p>$375 - 20$ (max range) = 355 $355 \text{ remaining} \div 10 = 35.5$ groups of 10 units → 36 Rounded $36 \times \\$10 = \\360 $\\$360 + \\$25 = \\$385$ license fee due</p>
<p><i>Internal code: 20.01</i> Rental or Lease of Property - Boarding or Lodging Houses</p> <p>Two Persons = \$15 Each additional person (maximum of 6) = \$5 per person</p>	<p><i>Reporting 5 persons:</i></p> <p>$5 - 2 = 3$ additional persons $3 \times \\$5$ (each additional person) = \$15 $\\$15 + \\15 (first 2 persons) = \$30 license fee due</p>
<p><i>Internal code: 20.02</i> Rental or Lease of Property - Hotel, Motel, Cabin Court</p> <p>20 rooms or less = \$25 Each additional 10 rooms or fractional part thereof = \$10</p>	<p><i>Reporting 45 Rooms:</i></p> <p>$45 - 20 = 25$ $25 \div 10 = 2.5$ groups of 10 rooms → 3 Rounded $3 \times \\$10 = \\30 $\\$30 + \\$25 = \\$55$ license fee due</p>
<p><i>Internal code: 20.03</i> Rental or Lease of Property - Mobile Home Park/Trailer Court</p> <p>20 units or less = \$25 Each additional 10 units or fractional part thereof = \$10</p>	<p><i>Reporting 45 Units:</i></p> <p>$45 - 20 = 25$ $25 \div 10 = 2.5$ groups of 10 units → 3 Rounded $3 \times \\$10 = \\30 $\\$30 + \\$25 = \\$55$ license fee due</p>