

Business Name: _____

CALCULATE LICENSE AMOUNT DUE - Required for all applicants.

Step 1: Complete the applicable fee calculation table below for your business classification. See Fee Schedule provided along with this of application for calculation details as needed.

CONTRACTORS LOCATED WITHIN CITY LIMITS OF HERCULES – SELECT ALL REMAINING QUARTERS IN YEAR. MUST RENEW ANNUALLY PRIOR TO EXPIRATION OF LAST LICENSE ISSUED.
OUT OF TOWN CONTRACTORS ONLY – SELECT QUARTER(S) OPERATING THIS LICENSE YEAR. MUST RENEW PRIOR TO EXPIRATION OF LAST LICENSE ISSUED.

INDICATE THE QUARTER(S) FOR WHICH YOU NEED TO OBTAIN A LICENSE AND DESIGNATE YEAR.

- Jan/Feb/March 20____ April/May/June 20____ July/Aug/Sept 20____ Oct/Nov/Dec 20____
(In CL Code 99.00) (In CL Code 99.01) (In CL Code 99.02) (In CL Code 99.03)
(Outside Code 99.04) (Outside Code 99.05) (Outside Code 99.06) (Outside Code 99.07)

Description/Additional Information	Estimated Average Monthly Gross Receipts	Fee per Quarter (See reverse)	# of Quarters	License Fee Due
Inside CL Contractor (Code 2.01)	\$			\$
Inside CL Contractor -HOME OCCUPATION (Code 2.02)	\$			\$
Inside CL Subcontractor (Code 2.03)	\$			\$
Inside CL Subcontractor-HOME OCCUPATION (Code 2.04)	\$			\$
Out of Town Contractor (Code 2.05)	\$			\$
Out of Town Subcontractor (Code 2.06)	\$			\$

ALL OTHER BUSINESSES –MUST RENEW ANNUALLY UNLESS TEMPORARY BUSINESS

Code (See reverse)	Classification/Business Description (Required. See reverse.)	Estimated AVERAGE MONTHLY Gross Receipts through December 31 st (Required, if applicable)	Unit Count (Required if applicable) Examples: # of days # of machines # of vehicles # of rentals	Flat Fee Amount (If applicable)	License Fee Due**
				\$	\$
				\$	\$

Step 2: Add CASp Fee (required): \$ 4.00

Internal Posting Code: 10.00

Step 3: Total Amount Due*: \$ _____

[Sum of license fee(s) above + CASp Fee]

Make check payable to: Tax Trust Account

SWORN STATEMENT

I acknowledge that the City of Hercules' 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 Hercules' issuance of a Business License does not waive the City of Hercules' 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 of Business Owner/Authorized Representative _____ Printed Name _____ Title _____ Date _____

CASp Fee: On September 19, 2012, Governor Brown signed Senate Bill 1186 (SB 1186) into law. SB 1186 is intended to increase disability access, encourage compliance with construction-related accessibility requirements, develop education resources for businesses, and facilitate compliance with Federal and State disability laws. From January 1, 2013, and until December 31, 2017, cities and counties were required to collect a State mandated fee of \$1.00 from "any applicant for a local business license or equivalent instrument or permit, and from any applicant for the renewal of a business license or equivalent instrument or permit." Assembly Bill 1379 was passed on October 11, 2017 which extends the assessment of the fee indefinitely and also the State mandated fee from \$1.00 to \$4.00 from January 1, 2018 until December 31, 2023. The City is required by law to inform you of the following: 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: <http://www.dgs.ca.gov/dsa/Home.aspx>; The Department of Rehabilitation at: <http://www.rehab.cahwnet.gov/>; The California Commission on Disability Access at: <http://www.cdda.ca.gov>.

*All new businesses located in the city limits of Hercules, change of ownership with FEIN change and location change applications must be approved by the City of Hercules prior to a license being issued. Your application will be submitted to the City for review. Once approval has been received and all other criteria requirements have been met, MuniServices will be authorized to release your license. Official issuance of an authorized license could take up to 30 days for processing and review if all other requirements are met for issuance.

**This application # serves as a temporary certificate for BUSINESSES WITHOUT A PHYSICAL LOCATION IN THE CITY OF HERCULES ONLY and is valid for no longer than 30 days from the date of application or until a business license has been issued if sooner than 30 days. Upon receipt and review of your business license application and payment, you will be issued an official license as long as the business license fee is paid in full and all other required criteria has been met.

City of Hercules, CA

New Business License Application Fee Schedule

Toll Free Support: (866) 240-3665 • Fax: (855) 219-4338 Email: bizlicensesupport@muniservices.com

For businesses based in Hercules, a BUSINESS USE PERMIT is required through the Planning Department. City approval and all other license pre-requisites must be met before a business license can be issued. Examples of Use Permits:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Temporary Use Permit • Administrative/Minor Use Permit • Home Occupation/Home Based Permit • Conditional Use Permit | <ul style="list-style-type: none"> • Special Use Permit for Wireless Facilities • Combined Live/Work License, Parking Determination & Sign Permit |
|--|---|

Retail, Service, Manufacturer, Wholesale, Daycare, Short Term Lodging, Residential/Commercial Real Estate Property Rental

Licenses Calculated Based on Estimated Average MONTHLY Gross Receipts

***Business start dates between July 1st – December 31st pay prorated one-half the regular rate listed below.**

Code	Classification/Business Description Description
1.01	Daycare-Large Family Day Care (7 to 12 Children)
1.02	Daycare-Small Family Day Care (6 or Less Children)
1.03	Hotel, Motel, Bed & Breakfast, Short Term Lodging
1.04	Manufacturer
1.05	Manufacturer HOME OCCUPATION
1.06	Retail
1.07	Retail HOME OCCUPATION
1.08	Service
1.09	Service HOME OCCUPATION
1.10	Wholesale
1.11	Wholesale HOME OCCUPATION
1.12	Residential Real Estate Property Rental (1+ rental unit)
1.13	Residential Real Estate Property Rental (1+ rental unit) HOME OCCUPATION
1.14	Commercial Real Estate Property Rental (1+ property)
1.15	Commercial Real Estate Property Rental (1+ property) HOME OCCUPATION

Average MONTHLY Gross Receipts Range	License Fee Due*	Average MONTHLY Gross Receipts Range	License Fee Due*
\$0.00 to \$1,000	\$42.00	\$35,000.01 to \$40,000	\$448.00
\$1,000.01 to \$1,500	\$52.00	\$40,000.01 to \$45,000	\$489.00
\$1,500.01 to \$2,000	\$62.00	\$45,000.01 to \$50,000	\$530.00
\$2,000.01 to \$3,000	\$82.00	\$50,000.01 to \$60,000	\$571.00
\$3,000.01 to \$4,000	\$103.00	\$60,000.01 to \$70,000	\$611.00
\$4,000.01 to \$5,000	\$123.00	\$70,000.01 to \$80,000	\$652.00
\$5,000.01 to \$6,000	\$143.00	\$80,000.01 to \$90,000	\$693.00
\$6,000.01 to \$8,000	\$164.00	\$90,000.01 to \$100,000	\$733.00
\$8,000.01 to \$10,000	\$184.00	\$100,000.01 to \$130,000	\$815.00
\$10,000.01 to \$12,000	\$204.00	\$130,000.01 to \$160,000	\$896.00
\$12,000.01 to \$14,000	\$225.00	\$160,000.01 to \$200,000	\$1,018.00
\$14,000.01 to \$16,000	\$245.00	\$200,000.01 to \$350,000	\$1,221.00
\$16,000.01 to \$18,000	\$265.00	\$350,000.01 to \$500,000	\$1,425.00
\$18,000.01 to \$20,000	\$286.00	\$500,000.01 to \$650,000	\$1,730.00
\$20,000.01 to \$25,000	\$326.00	\$650,000.01 to \$800,000	\$2,035.00
\$25,000.01 to \$30,000	\$367.00	\$800,000.01 to \$1,000,000	\$2,442.00
\$30,000.01 to \$35,000	\$408.00		
Average MONTHLY Gross Receipts Range			Base Fee*
\$1,000,000.01 to \$2,000,000 (Base Fee + \$1.00 per \$1,000 in excess of \$1M up to \$2M)			\$2,442.00
\$2,000,000.01 to \$4,000,000 (Base Fee + \$.80 per \$1,000 in excess of \$2M up to \$4M)			\$3,459.00
\$4,000,000.01 to \$7,000,000 (Base Fee + \$.60 per \$1,000 in excess of \$4M up to \$7M)			\$5,086.00
\$7,000,000.01 to \$10,000,000 (Base Fee + \$.40 per \$1,000 in excess of \$7M up to \$10M)			\$6,917.00
Over \$10,000,000 (Base Fee + \$.20 per \$1,000 in excess of \$10M with no cap)			\$8,137.00

Contractors

**No proration for Contractors. Calculation instructions:

TOTAL ESTIMATED GROSS divided by # of months in job this year = AVERAGE MONTHLY GROSS RECEIPTS

Find AVERAGE MONTHLY GROSS RECEIPTS on the below table to determine license fee.

License fee multiplied by # of quarters operating this year = Total license fee due + CASp Fee

Example for Contractor filing for 3rd and 4th quarter:

Total gross = \$660,000 \$660,000 ÷ 6 months = \$110,000 average monthly gross receipts

License Fee \$204.00 per quarter x 2 quarters = \$408.00 + CASp fee due

Average Monthly Gross Receipts	License Fee Due**	Average Monthly Gross Receipts	License Fee Due**
\$0.00 to \$4,000	\$26.00 per quarter	\$45,000.01 to \$50,000.00	\$133.00 per quarter
\$4,000.01 to \$5,000.00	\$32.00 per quarter	\$50,000.01 to \$60,000.00	\$143.00 per quarter
\$5,000.01 to \$6,000.00	\$37.00 per quarter	\$60,000.01 to \$70,000.00	\$154.00 per quarter
\$6,000.01 to \$8,000.00	\$42.00 per quarter	\$70,000.01 to \$80,000.00	\$164.00 per quarter
\$8,000.01 to \$10,000.00	\$47.00 per quarter	\$80,000.01 to \$90,000.00	\$174.00 per quarter
\$10,000.01 to \$12,000.00	\$52.00 per quarter	\$90,000.01 to \$100,000.00	\$184.00 per quarter
\$12,000.01 to \$14,000.00	\$57.00 per quarter	\$100,000.01 to \$130,000.00	\$204.00 per quarter
\$14,000.01 to \$16,000.00	\$62.00 per quarter	\$130,000.01 to \$160,000.00	\$225.00 per quarter
\$16,000.01 to \$18,000.00	\$67.00 per quarter	\$160,000.01 to \$200,000.00	\$255.00 per quarter
\$18,000.01 to \$20,000.00	\$72.00 per quarter	\$200,000.01 to \$350,000.00	\$306.00 per quarter
\$20,000.01 to \$25,000.00	\$82.00 per quarter	\$350,000.01 to \$500,000.00	\$357.00 per quarter
\$25,000.01 to \$30,000.00	\$93.00 per quarter	\$500,000.01 to \$650,000.00	\$433.00 per quarter
\$30,000.01 to \$35,000.00	\$103.00 per quarter	\$650,000.01 to \$800,000.00	\$510.00 per quarter
\$35,000.01 to \$40,000.00	\$113.00 per quarter	\$800,000.01 to \$1,000,000.00	\$611.00 per quarter
\$40,000.01 to \$45,000.00	\$133.00 per quarter		

Average Monthly Gross Receipts	Base Fee**
\$1,000,000.01 to \$2,000,000 (Base Fee + \$0.25 per \$1,000 in excess of \$1M up to \$2M = ____ multiplied by # of quarters)	\$611.00
\$2,000,000.01 to \$4,000,000 (Base Fee + \$0.20 per \$1,000 in excess of \$2M up to \$4M = ____ multiplied by # of quarters)	\$865.00
\$4,000,000.01 to \$7,000,000 (Base Fee + \$0.15 per \$1,000 in excess of \$4M up to \$7M = ____ multiplied by # of quarters)	\$1,272.00
\$7,000,000.01 to \$10,000,000 (Base Fee + \$0.10 per \$1,000 in excess of \$7M up to \$10M = ____ multiplied by # of quarters)	\$1,730.00
Over \$10,000,000 (Base Fee + \$0.05 per \$1,000 in excess of \$10M with no cap = ____ multiplied by # of quarters)	\$2,035.00

Miscellaneous Classifications/Business Descriptions and Fee Calculation Instructions

Code	Description/Additional Information	Fee Calculation***
3.01	Billiard or Pool Halls and Card Rooms-Per Table	\$21.00 per year per table, PLUS must pay on gross receipts. Proration allowed.
3.02	Billiard or Pool Halls and Card Rooms-Gross Receipts	Must pay on gross receipts PLUS \$21.00 per year per table See RETAIL gross receipts table for calculation based on gross. Proration allowed.
3.03	Boxing and Wrestling Matches	\$103.00 per exhibition. Must report # of exhibitions. No proration.
3.04	Carnivals TEMP LICENSE	\$510.00 per week. Must report # of weeks. No proration.
3.05	Circuses TEMP LICENSE	\$103.00 per day. Must report # of days. No proration.
3.06	Coin Operated Amusement Devices	\$204.00 per year per device. Must report # of devices. Proration allowed.
3.07	Dances with Admission Charged TEMP LICENSE	\$52.00 each date of event. Must provide date(s). No proration.
3.08	Exempt-Must Apply Annually	\$0.00 license fee, but Exempt businesses must pay the CASp fee. Must provide proof of IRS status exemption.
3.09	Farmers Market	\$16.00 per year. Proration allowed.
3.10	Merry-Go-Rounds TEMP LICENSE	\$11.00 per day. Must report # of days. No proration.
3.11	Portable Skating Rinks TEMP LICENSE	\$103.00 per quarter. Must report # of days. No proration.
3.12	Professional (i.e. Accountant, Chiropractor, Dentist, Engineer, Lawyer, Optometrist, Osteopath, Physician, Surgeon, Veterinarian, Mortician, etc.)	\$164.00 per each professional per year. Must report # of Professionals. Proration allowed.
3.13	Professional-HOME OCCUPATION	\$164.00 per each professional per year. Must report # of Professionals. Proration allowed.
3.14	Selling Bankrupt, Depreciated or Damaged Stock of Goods TEMP LICENSE	\$408.00 per year. Proration allowed.
3.15	Solicitor/Peddler TEMP LICENSE	\$52.00 per quarter. No proration.
3.16	Solicitor/Peddler-HOME OCCUPATION TEMP LICENSE	\$52.00 per quarter. No proration.
3.17	Traveling Advertising & Sales Promotion TEMP LICENSE	\$103.00 per quarter. No proration.
3.18	Traveling Exhibitions TEMP LICENSE	\$103.00 per week. Must report # of weeks. No proration.
3.19	Traveling Theatrical TEMP LICENSE	\$21.00 per day for days 1-3. Additional \$13.00 per day thereafter. No proration.
3.20	Trucks Using City Streets	\$103.00 per truck per year. Must report # of trucks. Proration allowed.
3.21	Vending Machines	\$42.00 per year per machine. Must report # of machines. Proration allowed.

***If proration is allowed, businesses with start dates between July 1st – December 31st pay one-half of the regular rate listed above for the Miscellaneous Classifications/Business Descriptions.