



QUARTERLY/ANNUAL RENEWAL - CONTRACTORS OUT OF TOWN WITHOUT A PHYSICAL LOCATION IN THE CITY OF HERCULES

Remit To: City of Hercules • c/o MuniServices, LLC • 438 East Shaw Ave Box 367 • Fresno, CA 93710
Toll Free Phone: (866) 240-3665 • Fax: (855) 219-4338 • Email: bizlicensesupport@muniservices.com

FOR RENEWALS ONLY. ALL NEW BUSINESSES MUST USE THE NEW BUSINESS APPLICATION. This form is reserved for use by contractors who are not based in the City of Hercules ONLY. All contractors based in the city limits must use the form specifically for that category.

Section 1 – Contractor Information

MuniServices Account #: (Located on correspondence and/or previously issued licenses from MuniServices.)
Business Name: Trade Name/DBA:
Mailing Address (PO or Street, City, State, Zip):
Physical Location (Street, City, State, Zip):
Contractor State License #: State Contractor License Expiration Date:
Confirm Type (select one): Contractor (Code # 2.05) Subcontractor (Code # 2.06)
Select one: This business WILL NOT handle or store chemical or hazardous waste materials.
This business IS LICENSED AND QUALIFIED to handle chemical or hazardous waste materials.

Section 2 – Workman’s Comp Information

Does your business currently employ individuals working in the City of Hercules? Yes No
Workman’s Comp Carrier WC Policy # WC Exp Date:
Check here if you are exempt from the worker’s compensation requirement. By doing so, you are certifying under penalty of perjury under the laws of the State of California that the information provided on this exemption statement is true and accurate.

Section 3 – Business License Calculation

1) Report AVERAGE MONTHLY gross receipts in the City of Hercules. (required) (1) \$
2) Using the fee schedule on page 2 of this form, select the QUARTERLY license fee due based on the gross receipts reported on line 1. (2) \$
3) Number of quarters for which you are renewing: Select the license quarter(s) below. (3)
Jan/Feb/March YEAR: April/May/June YEAR:
July/Aug/Sept YEAR: Oct/Nov/Dec YEAR:
FULL YEAR - January through December YEAR: (Calculate as 4 quarters.)
4) Calculate the license fee due. Multiply line 2 (quarterly fee) by line 3 (# of quarters). (4) \$
5) Add Penalty if applicable. See below penalty schedule. Calculation: 25% of the amount of the tax for each month late; Max 100%
Quarter January through March – Due January 1st. Delinquent February 1st.
Quarter April through June – Due April 1st. Delinquent May 1st.
Quarter July through September – Due July 1st. Delinquent August 1st.
Quarter October through December – Due October 1st. Delinquent November 1st.
Full Year (4 quarters) January through December – Due January 1st. Delinquent February 1st. (5) \$
6) Add CASp fee. (required) (6) \$ 4.00 (Code 10.00)
7) TOTAL AMOUNT DUE: Sum lines 4, 5 and 6. Make check payable to: Tax Trust Account. (7) \$

Section 4 – 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.



Online Filing Available at: **Coming Soon!**

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## Fee Schedule

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Average Monthly Gross Receipts	RENEWAL License Fee Due
\$0.00 to \$4,000	\$26.00 per quarter
\$4,000.01 to \$5,000.00	\$32.00 per quarter
\$5,000.01 to \$6,000.00	\$37.00 per quarter
\$6,000.01 to \$8,000.00	\$42.00 per quarter
\$8,000.01 to \$10,000.00	\$47.00 per quarter
\$10,000.01 to \$12,000.00	\$52.00 per quarter
\$12,000.01 to \$14,000.00	\$57.00 per quarter
\$14,000.01 to \$16,000.00	\$62.00 per quarter
\$16,000.01 to \$18,000.00	\$67.00 per quarter
\$18,000.01 to \$20,000.00	\$72.00 per quarter
\$20,000.01 to \$25,000.00	\$82.00 per quarter
\$25,000.01 to \$30,000.00	\$93.00 per quarter
\$30,000.01 to \$35,000.00	\$103.00 per quarter
\$35,000.01 to \$40,000.00	\$113.00 per quarter
\$40,000.01 to \$45,000.00	\$133.00 per quarter

Average Monthly Gross Receipts	RENEWAL License Fee Due
\$45,000.01 to \$50,000.00	\$133.00 per quarter
\$50,000.01 to \$60,000.00	\$143.00 per quarter
\$60,000.01 to \$70,000.00	\$154.00 per quarter
\$70,000.01 to \$80,000.00	\$164.00 per quarter
\$80,000.01 to \$90,000.00	\$174.00 per quarter
\$90,000.01 to \$100,000.00	\$184.00 per quarter
\$100,000.01 to \$130,000.00	\$204.00 per quarter
\$130,000.01 to \$160,000.00	\$225.00 per quarter
\$160,000.01 to \$200,000.00	\$255.00 per quarter
\$200,000.01 to \$350,000.00	\$306.00 per quarter
\$350,000.01 to \$500,000.00	\$357.00 per quarter
\$500,000.01 to \$650,000.00	\$433.00 per quarter
\$650,000.01 to \$800,000.00	\$510.00 per quarter
\$800,000.01 to \$1,000,000.00	\$611.00 per quarter

Average Monthly Gross Receipts	RENEWAL 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