



Online Filing Available at: https://Ceres.BizLicenseOnline.com

Remit To: City of Ceres • 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
• Website: www.avenuinsights.com • Online Filing: https://Ceres.BizLicenseOnline.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. CALIFORNIA PUBLIC RECORDS ACT INFO: https://www.boe.ca.gov/info/publicrecords.htm. CALIFORNIA AB 2184: https://leginfo.ca.gov/faces/billNavClient.xhtml?bill\_id=201720180AB2184

Business Name: \_\_\_\_\_ \*Provide alternate mailing address if needed per notification above: \_\_\_\_\_ Location Name: \_\_\_\_\_
Doing Business As: \_\_\_\_\_ Location Address: \_\_\_\_\_
Mailing Address: \_\_\_\_\_
[ ] Check here if the Physical Location on file is a RESIDENTIAL address

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

Provide Business Category (See City of Ceres Fee Schedule):

Not all categories are based on flat rates and could require a different form for renewing due to a gross receipts requirement.

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)

Section 1 – NPDES Permit Program\* – If you are enrolled in the NPDES permit program, provide any of the following, as issued by the State Water Resource Control Board.

- A. Waste Discharge ID No.: \_\_\_\_\_ C. Notice of Nonapplicability No. (NONA): \_\_\_\_\_
B. Waste Discharge Application No.: \_\_\_\_\_ D. No Exposure Certification No. (NEC): \_\_\_\_\_

Section 2 – Calculate the License Fee Due

Step A: Provide the SIC\* code # assigned to your business activity (required): \_\_\_\_\_ SIC codes can be found at www.naics.com/search

Step 1: Report the number of rental properties/units: (1) \_\_\_\_\_

Step 2: Calculate license fee due using the number reported above. (2) \$ \_\_\_\_\_
See calculation instructions on page 2 of form.

Step 3: Add Penalty if paid on or after the delinquent date for the license period selected above.: (3) \$ \_\_\_\_\_
10% per delinquent month. Max 30%

Step 4: Add \$4.00 CA Senate Fee SB-1186: (4) \$ \_\_\_\_\_
Due annually. Applies to renewals for the April-May-June quarter.

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

Make check payable to: Tax Trust Account

Section 3 – 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 \_\_\_\_\_

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: https://www.dgs.ca.gov/DSA; The Department of Rehabilitation at: https://www.dor.ca.gov; The California Commission on Disability Access at: https://www.dgs.ca.gov/CCDA

\*California SB205: On October 2, 2019, Governor Newsom signed Senate Bill 205 (SB205) into law. SB205 intends for businesses to demonstrate enrollment with the National Pollutant Discharge Elimination System (NPDES) permit program. You may obtain information about your legal obligations and how to comply with environmental laws at the following agencies: California Water Board: https://www.waterboards.ca.gov/water\_issues/programs/npdes; United States Environmental Protection Agency: https://www.epa.gov/npdes. SIC codes can be found at: https://www.naics.com/search/.

Returned Check Disclaimer: Please see the full returned check policy at www.avenuinsights.com.

## 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><math>375 - 20</math> (max range) = 355 <math>355 \text{ remaining} \div 10 = 35.5</math> groups of 10 units → 36 <i>Rounded</i> <math>36 \times \\$10 = \\$360</math> <math>\\$360 + \\$25 = \\$385</math> 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><math>5 - 2 = 3</math> additional persons <math>3 \times \\$5</math> (each additional person) = \$15 <math>\\$15 + \\$15</math> (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><math>45 - 20 = 25</math> <math>25 \div 10 = 2.5</math> groups of 10 rooms → 3 Rounded <math>3 \times \\$10 = \\$30</math> <math>\\$30 + \\$25 = \\$55</math> 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><math>45 - 20 = 25</math> <math>25 \div 10 = 2.5</math> groups of 10 units → 3 Rounded <math>3 \times \\$10 = \\$30</math> <math>\\$30 + \\$25 = \\$55</math> license fee due</p>

## NOTICE TO APPLICANTS FOR BUSINESS LICENSES AND COMMERCIAL BUILDING PERMITS:

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:

DEPARTMENT OF  
GENERAL SERVICES  
Division of the State Architect,  
CASp Program  
[www.dgs.ca.gov/dsa](http://www.dgs.ca.gov/dsa)  
[www.dgs.ca.gov/casp](http://www.dgs.ca.gov/casp)

DEPARTMENT OF  
REHABILITATION  
Disability Access Services  
[www.dor.ca.gov](http://www.dor.ca.gov)  
[www.rehab.cahwnet.gov/  
disabilityaccessinfo](http://www.rehab.cahwnet.gov/disabilityaccessinfo)

DEPARTMENT OF GENERAL  
SERVICES California Commission  
on Disability Access  
[www.cdda.ca.gov](http://www.cdda.ca.gov)  
[www.cdda.ca.gov/resources-  
menu/](http://www.cdda.ca.gov/resources-menu/)

### CERTIFIED ACCESS SPECIALIST INSPECTION SERVICES

Compliance with state and federal construction-related accessibility standards ensures that public places are accessible and available to individuals with disabilities. Whether your business is moving into a newly constructed facility or you are planning an alteration to your current facility, by engaging the services of a Certified Access Specialist (CASp) early in this process you will benefit from the advantages of compliance and under the Construction-Related Accessibility Standards Compliance Act (CRASCA, Civil Code 55.51-55.545), also benefit from legal protections.

Although your new facility may have already been permitted and approved by the building department, it is important to obtain CASp inspection services after your move-in because unintended access barriers and violations can be created, for example, placing your furniture and equipment in areas required to be maintained clear of obstructions. For planned alterations, a CASp can provide plan review of your improvement plans and an access compliance evaluation of the public accommodation areas of your facility that may not be part of the alteration.

A CASp is a professional who has been certified by the State of California to have specialized knowledge regarding the applicability of accessibility standards. CASp inspection reports prepared according to CRASCA entitle business and facility owners to specific legal benefits, in the event that a construction-related accessibility claim is filed against them.

To find a CASp, visit [www.apps2.dgs.ca.gov/DSA/casp/casp\\_certified\\_list.aspx](http://www.apps2.dgs.ca.gov/DSA/casp/casp_certified_list.aspx).

### GOVERNMENT TAX CREDITS, TAX DEDUCTIONS AND FINANCING

State and federal programs to assist businesses with access compliance and access expenditures are available:

Disabled Access Credit for Eligible Small Businesses

FEDERAL TAX CREDIT—Internal Revenue Code Section 44 provides a federal tax credit for small businesses that incur expenditures for the purpose of providing access to persons with disabilities. For more information, refer to Internal Revenue Service (IRS) Form 8826: Disabled Access Credit at [www.irs.gov](http://www.irs.gov).

STATE TAX CREDIT—Revenue and Taxation Code Sections 17053.42 and 23642 provide a state tax credit similar to the federal Disabled Access Credit, with exceptions. For more information, refer to Franchise Tax Board (FTB) Form 3548: Disabled Access Credit for Eligible Small Businesses at [www.ftb.ca.gov](http://www.ftb.ca.gov).

Architectural and Transportation Barrier Removal Deduction

FEDERAL TAX DEDUCTION—Internal Revenue Code Section 190 allows businesses of all sizes to claim an annual deduction for qualified expenses incurred to remove physical, structural and transportation barriers for persons with disabilities. For more information, refer to IRS Publication 535: Business Expenses at [www.irs.gov](http://www.irs.gov).

California Capital Access Financing Program

STATE FINANCE OPTION—The California Capital Access Program (CalCAP) Americans with Disabilities Act (CalCAP/ADA) financing program assists small businesses with financing the costs to alter or retrofit existing small business facilities to comply with the requirements of the federal ADA. Learn more at [www.treasurer.ca.gov/cpcfa/calcap/](http://www.treasurer.ca.gov/cpcfa/calcap/).

### FEDERAL AND STATE LEGAL REQUIREMENTS ON ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES

AMERICANS WITH DISABILITIES ACT OF 1990 (ADA) —The ADA is a federal civil rights law that prohibits discrimination against individuals with disabilities, and requires all public accommodations and commercial facilities to be accessible to individuals with disabilities. Learn more at [www.ada.gov](http://www.ada.gov).

CALIFORNIA BUILDING CODE (CBC)—The CBC contains the construction-related accessibility provisions that are the standards for compliant construction. A facility's compliance is based on the version of the CBC in place at the time of construction or alteration. Learn more at [www.bsc.ca.gov](http://www.bsc.ca.gov).

## WHAT IS A SIC CODE & HOW IS IT USED\*

The Standard Industrial Classification SIC is a system for classifying industries by the type of activity in which they are primarily engaged with a four-digit code. It is used by government agencies, as well as some in other countries, e.g., by the United Kingdom's Companies House.

The Standard Industrial Classification (SIC) was originally developed in the 1930's to classify establishments by industry. The purpose of this task was to promote the comparability of establishment data to describe the US Economy.

In the United States the SIC code is being supplanted by the six-digit North American Industry Classification System (NAICS code), which was released in 1997; however certain government departments and agencies, such as the U.S. Securities and Exchange Commission (SEC), and Occupational Safety and Health Administration (OSHA) still use the SIC Codes.

For more information about the Standard Industrial Classification (SIC) and the North American Industry Classification System (NAICS code), please visit <https://www.naics.com/>.

To search for the SIC code that best describes your business activity type, you may access <https://www.naics.com/search/>.

## NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)\*

### DO I NEED AN NPDES PERMIT?

Do you discharge pollutants from a point source to a water source of the United States? If so, you need an NPDES permit.

As authorized by the [Clean Water Act \(CWA\)](#), the NPDES Permit Program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Point sources are discrete conveyances such as pipes or man-made ditches. Examples of pollutants include, but are not limited to, rock, sand, dirt, and agricultural, industrial, and municipal waste discharged into waters of the United States. See [section 122.2 of 40 Code of Federal Regulations \(C.F.R.\)](#) for the actual definitions of point source, pollutant, and water of the United States.

The NPDES Program is a federal program which has been delegated to the State of California for implementation through the State Water Resources Control Board (State Water Board) and the nine Regional Water Quality Control Boards (Regional Water Boards), collectively Water Boards. In California, NPDES permits are also referred to as waste discharge requirements (WDRs) that regulate discharges to waters of the United States.

Since its introduction in 1972, the NPDES Program has been responsible for significant improvements to our nation's and state's water quality.

You may obtain additional information about your legal obligations and how to comply with environmental laws at California Water Board: [https://www.waterboards.ca.gov/water\\_issues/programs/npdes/](https://www.waterboards.ca.gov/water_issues/programs/npdes/); United States Environmental Protection Agency: <https://www.epa.gov/npdes>.

### NPDES PERMIT NUMBER

The **Waste Discharge ID Number (WDID)** is the stormwater permit number issued for a facility by the State Water Resource Control Board.

The **Waste Discharge Application Number** is the application number issued for a facility by the State Water Resource Control Board.

A **Notice of Non-Applicability (NONA)** constitutes notification that the facility operator identified is not required to comply with the Industrial Activities No. 97-03-DWQ Storm Water General Permit (General Permit).

The **No Exposure Certification Number** constitutes notice that the entity identified does not require permit authorization for its stormwater discharges associated with industrial activity in the State identified in Section B under EPA's Stormwater Multi Sector General Permit due to the existence of a condition of no exposure.