

TEMPORARY EVENTS BUSINESS LICENSE APPLICATION



Online filing is available at:

<https://Hercules.bizlicenseonline.com>

Neumo (previously Avenu Insights & Analytics)

City of Hercules Business License Department

Toll Free Support: (866) 240-3665

Support: <https://neumo.service-now.com/csp>



Make Payment in Person or by Phone at:

City of Hercules

111 Civic Dr.

Hercules, CA 94547

NOTE: This form is for both out-of-town vendors and vendors physically located within Hercules City limits who will only be participating in City approved temporary events.

DO NOT USE THIS FORM IF: your commercial or home-based business is within the City of Hercules AND you also conduct business outside the scope of City approved temporary events. You are required to obtain an annual business license.

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.

Complete the below for license calculation.

Step 1: Indicate which quarter(s) you will be participating in for City Approved Temporary Event(s).

Note: If you operate 1+ days within a single quarter, you are required to purchase a license for the entire quarter. License fees for this event are not prorated.

- | | |
|---|----------------|
| ☐ Jan/Feb/Mar 2026
<small>(IC 99.11)</small> | Cost: \$31.00 |
| ☐ April/May/June 2026
<small>(IC 99.11)</small> | Cost: \$31.00 |
| ☐ July/Aug/Sept 2026
<small>(IC 99.12)</small> | Cost: \$31.00 |
| ☐ Oct/Nov/Dec 2026
<small>(IC 99.12)</small> | Cost: \$31.00 |
| ☐ All 4 Quarters | Cost: \$124.00 |

Step 2: Total License Fee Due from Above:

\$ _____ (IC 3.99)
4.00

Step 3: Add CASp Fee (required):

\$ _____ (IC 10.00)

Step 4: Total Amount Due:

(Add steps 2 and 3.)

\$ _____
Make check payable to: City of Hercules

Legal Business
Name _____

DBA (Doing Business As): Temporary Events -

Is this a Home-Based Business? ☐ Yes ☐ No Describe Business: _____

Business Phone: _____ Business email: _____ Resale # _____

Business Physical Location: _____
(Street-No PO Box) (City) (State) (Zip)

_____ Initial here if the business physical location address provided above IS NOT a residential address.

_____ Initial here if the business physical location site address provided above IS A RESIDENTIAL ADDRESS.

Business Mailing Address: _____
(Address or PO Box) (City) (State) (Zip)

Ownership Type: ☐ Sole Prop (Individual) ☐ General Partnership ☐ Corporation ☐ LLC ☐ LLP ☐ Other _____

Owner Name: _____ Owner Email: _____ Owner Phone: _____

Owner Mailing Address: _____

Workman's Compensation Carrier _____ WC Policy # _____ WC Exp Date: _____

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.: _____ B. Waste Discharge Application No.: _____

C. Notice of Nonapplicability No. (NONA): _____ D. No Exposure Certification No. (NEC): _____

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. *I acknowledge that whatever address has been provided by me for the purpose of legal service of process will be subject to public disclosure.

Signature of Business Owner/Authorized Representative

Printed Name

Title

Date

CALIFORNIA SENATE FEE: On October 11, 2017, Governor Brown signed into law AB-1379 which adds a state fee of \$4 on any applicant for a local business license or similar instrument or permit, or renewal thereof. The purpose is to increase disability access and compliance and construction-related accessibility requirements and to develop educational resources for business in order to facilitate compliance with federal and state disability laws, as specified. This is in effect on or after January 1, 2018 until December 31, 2023. Assembly Bill 2164 removed the sunset date for both the \$4.00 DAERF fee and 90% retention of fees, enabling local governments to collect the \$4.00.

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>.

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, www.dgs.ca.gov/casp.

DEPARTMENT OF REHABILITATION, Disability Access Services: www.dor.ca.gov, www.rehab.cahwnet.gov/, disabilityaccessinfo

DEPARTMENT OF GENERAL SERVICES California Commission on Disability Access: www.cdda.ca.gov, 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.

GENDER DISCRIMINATION NOTIFICATION - AB 1607 California Civil Code § 51.6 prohibits businesses from engaging in gender-based discrimination. A full notice of the business's legal obligations is available in English and other languages at <https://www.dca.ca.gov/publications/> or by request from our office.

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.

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.

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.

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/cpcf/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.

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.