

## ATTENTION GENERAL AND SUB-CONTRACTORS

State licensed General and Sub-contractors who conduct business in the City of San Buenaventura, AKA Ventura, whether based inside or outside the City, are required to obtain a City of Ventura Business License. For an application form, call the above telephone number or visit the Business Tax Office in Room 107 of Ventura City Hall to obtain one.

### BUSINESS TAX RATES

**PROCESSING FEE:**

New Business License.....	<b>\$26.00</b>
Renewal Business License.....	<b>\$10.50</b>

**TIER 2**

Base Tax.....	<b>\$45 plus</b>
Gross Receipt up to \$5 million.....	<b>34 cents per thousand</b>
Gross Receipts exceeding \$5 million.....	<b>17 cents per thousand</b>

### CALCULATING THE TAX

1. Determine the gross receipts as follows:

Contractors based in the City of Ventura; Use Gross Receipts from all activities in the City of Ventura or use the minimum gross receipts of \$55,000, whichever is higher.

Contractors based outside the City of Ventura; Use the total cost of the job or minimum of \$55,000 whichever is higher.

NOTE: Amounts received by contractors and that are paid to a sub-contractor may be deducted from the contractor's gross receipts amounts (above the minimum of \$55,000) provided that a list of sub-contractors including the amounts paid to the subcontractor is reported to the city.

2. Multiply the gross receipts by .00034 and add the result to the base tax of \$45.
  - a. For contractors obtaining their license mid-year, the base tax is pro-rated on a monthly basis. See back of application form for pro-rated schedule.
  - b. Contractors based outside the City of Ventura, may deduct 20% of the total tax calculated. Multiply the total tax by .80, add the processing fee and pay this amount.
3. Contractors based in the City of Ventura working at a commercial location within the City must pay for a Fire Inspection Certificate of Occupancy. [See fees on reverse side.]

## BUSINESS LICENSE TAX RENEWALS

Contractors based in the City of Ventura; must renew the business license annually.

Contractors based outside the City of Ventura; may renew the business license annually depending on the anticipated business activity for the succeeding year. Some contractors choose to cancel the business license in July and reactivate the license should jobs occur during the year.

Upon receipt of the renewal notice, let staff know if you wish to cancel the license. Staff will not assume the license is to be cancelled.

## CERTIFICATE OF OCCUPANCY

Contractors located in a commercial or industrial zone of the City are required to pay a Fire Department Certificate of Occupancy Inspection fee, payable at the time of payment of the business license tax:

*Certificate of Occupancy Inspection Fee is subject to change annually. Contact the Business License staff for the current fee amount.*

## IMPORTANT

*This informational fact sheet is presented to provide quick and easy information to help our contractors understand the City's license requirements and is not intended to supersede any provisions in the San Buenaventura Municipal Code. Should this fact sheet present any information in conflict with the provisions of the Municipal Code, the Code will prevail. For detailed information regarding the requirements of the Code, contact the Business Tax Office.*

*Payment of the business license tax and issuance of a business license tax certificate does not release or in any way excuse a person from compliance with other applicable provisions of this Code or other laws, including any permit or other license requirement. Issuance of the business tax certificate does not entitle the holder thereof to conduct a business without all other necessary permits or in a manner or location otherwise prohibited or regulated by law.*