



City of Desert Hot Springs

11999 Palm Drive • Desert Hot Springs, CA 92240
www.cityofdhs.org • 760-329-6411 • Fax: 760-288-0639

BUSINESS LICENSE APPLICATION

BUSINESS LICENSE: PER ORDINANCE NO. 5.04.190, WITH EXCEPTION OF WHOLESALERS, BUSINESS LICENSE FEES SHALL BE DOUBLE FOR ANY BUSINESS NOT MAINTAINING A FIXED PLACE WITHIN THE CITY OF DESERT HOT SPRINGS.

Please select the type of Business		
<input type="checkbox"/> Home Occupation	<input type="checkbox"/> Commercial Business (Non - Cannabis)	<input type="checkbox"/> Out of Town Business
<input type="checkbox"/> Rental Units	<input type="checkbox"/> Cannabis Business	<input type="checkbox"/> Street Vendor

Check Box if applicable:

Change of Address - \$17.00

Change of Business Name - \$17.00

Description of Business					
Business Name					
Business Location City, State, Zip Code					
Business Phone		Business Fax			
E-Mail Address					
State Lic. No. or Social Security No.		State License Type		Expiration Date	
Resale No.		Federal I.D. No.		State I.D. No.	
Ownership	<input type="checkbox"/> Corporation	<input type="checkbox"/> Ltd. Liability Corp.	<input type="checkbox"/> Partnership		
	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Trust			
Number of Employees (including owners/Managers)					

Owner, Partner or Corporate Officer Information (Use additional sheets if necessary):		
Owner Name		
Home Address		
City, State, Zip Code		
Phone	Mobile Phone	
Social Security No.	Driver's Lic. No.	

Emergency Contact:		
Name		Title
Phone		Cell Phone
Address		

Rental Units:
 No. of Units _____
 Commercial Residential Vacation

 No. of Amusement/Vending Machines _____
 No. of Real Estate Signs _____
 No. of Delivery Vehicles per year _____
 Vehicle License No.(s) _____

NOTE: Sales or use tax may apply to your business activities. You may seek written advice regarding the application of tax to your particular business by writing to the nearest State Board of Equalization office.

The City of Desert Hot Springs Business license is available for online submittal and renewal at deserthotspringsca.viewpointcloud.com. *The online application has a reduced application fee for new business license applications. After completion of the online application, staff will review, then the system will calculate your fees and send you a notification. You may pay online with a credit card or mail a check with the business license number in the notes for payment.

For completion of this paper application, please complete the following calculating the amount due by using the Fee Summary on the next page. If you have any questions about calculating the fee, please call us for clarification.

License Fee	\$	Per Municipal Code 5.04.040; It is unlawful for any person to transact and carry on any business, trade, profession, calling or occupation in the City without first having procured a City Business License. No business shall be conducted until all required inspections have been approved.
Employee Fee	\$	
Application Fee	\$ 50.00*(new)/\$ 30.00 (renewal)	
State Disability	\$ 4.00	
Vehicle Fee	\$	
Additional Fee	\$	
Penalty	\$	
TOTAL	\$	PER ORDINANCE NO. 5.04.190, WITH EXCEPTION OF WHOLESALERS, BUSINESS LICENSE FEES SHALL BE DOUBLE FOR ANY BUSINESS NOT MAINTAINING A FIXED PLACE WITHIN THE CITY OF DESERT HOT SPRINGS.

"I declare under penalty of perjury, that the information in this application is true and correct."

Signature _____ Title _____ Date _____

BUSINESS LICENSES ARE ISSUED ANNUALLY.

PER ORDINANCE NO. 5.04.190, WITH EXCEPTION OF WHOLESALERS, BUSINESS LICENSE FEES SHALL BE DOUBLE FOR ANY BUSINESS NOT MAINTAINING A FIXED PLACE WITHIN THE CITY OF DESERT HOT SPRINGS.

Transfer Fee \$33.00
Change of Mailing Address \$17.00
Change of Business Name \$17.00

I – The license fee is \$60.00 per year for the following businesses:

Art Gallery
Awning/Tent Shop
Bicycle Stand/Supplies
Bingo
Blacksmith/Forge Shop
Boats, Storage and/or Repair
Business Services
Candy Shop & Manufacturing (Retail/Wholesale)
Carpet, Rug, Floor Cleaning Service & Plant Chemical Service
Cigar & Tobacco Stands & Shops
Creamery
Computer Service
Distributorship
Dancing Schools
Day Care Center (Requires CUP)
Dress Making Shop
Entertainment Services (Clowns)
Equipment Rental
General Building-Maintenance Repair
Gift/Art/Curio Shop
Golf or Archery Range
Handyman
Harness, Saddle or Tack Shop
Hat Shop/Blocking & Cleaning/Sales
Health & Allied Service – not classified
Hobby Shops
Intercity/Highway Passenger Transportation Janitorial Shop – Service
Jewelry Shop/Sales/Repairs
Janitorial
Fabric/Craft
Home Occupations
Knit Shop
Laundromat, Cleaning
Locksmith
Luggage Shop
Manufacturing
Masseurs/Massage Therapists (Need permit with B/L)
Millinery Shop
Motorcycle Shop
Movie Studio
Museums
Music Dealer/Instruction/Musical Composition
Newspaper Distributors
Package & Shipping Service
Personal Services
Pest Control
Pet Shop & Animal Grooming
Photo & Camera Shop
Pool Service
Popcorn & Nut Store
Pottery Shop
Public Swimming Pool
Purses & Handbags
Repair Service (other than Contractor)
Rock & Gem Shop
Shoe Repair Shop/Shoe Shine Stand
Sign Painting & Printing (other than Contractor) Tailor Shop
Spa Services
Tours
Transportation
Tree Trimming
Water Purification & Conditioning
Window Cleaning or Window Tinting

II – Professionals - \$95.00 per year:

Accountants Dentist
Acupressure Doctors
Acupuncture Engineers
Architects/Designers Optometrists
Attorneys at Law Podiatrists
Blueprint/Map Making Veterinarians
Chiropractor

III – Special Events - \$120.00 PER DAY:

Car Shows Festival Parade
Carnival / Circus Medicine Show Street Fair
Farmer's Market Music/Entertainment

IV – Amusement Machines - \$33.00 per year per machine located at any premises:

Bowling Pool Tables
Music Boxes Shuffleboard
Pinball Video Machine

V – The license fee is \$64.00 per year for the following businesses:

Boiler/Hot Water/Steam Filter C-4
Cabinet/Mill Work/Carpentry C-5/C-6
Drywall C-9
Electrical (Signs) C-45
Elevator Installation C-11
Excavating/Paving/Grading C-12
Trenching/Surfacing Fences C-13
Fire Protection C-16
Flooring (Wood) Floor Covering C-15
Glazing C-17
Insulation C-2
Landscaping C-27
Lathing C-26
Low Voltage Communications Systems C-7
Masonry C-29
Ornamental Metals C-23
Parking/Highway Improvements C-32
Painting/Decorating C-33
Pipeline C-34
Prefabricated Wood Bldg./ Manufactured House C-47
Refrigeration C-38
Sewage/Sewage Disposal C-42
Drain/Cement Pipe Laying
Sheet Metal C-43
Steel Reinforcement C-50
Signs C-45
Tile (Ceramic or Mosaic) C-54
Water Conditioning C-55
Welding C-60
Well Drilling C-57
Limited Specialists (unless elsewhere classified) C-61

VI –The license fee is \$95.00 per year for the following businesses:

Cement & Concrete C-8
Electrical (General) C-10
Heating & Air Conditioning C-20
House & Building Moving / Demo C-21
Plastering C-35
Plumbing C-36
Roofing C-39
Roofing (Metal) C-14
Steel Structural C-51
Solar C-46
Swimming Pool Construction C-53

VII – The license fee is \$160.00 per year for the following businesses:

General Engineering Contractor A
General Building Contractor B
IN THE EVENT OF TWO OR MORE LICENSES ISSUED TO ONE APPLICANT, THE FEE SHALL BE \$170.00 FOR ALL

VIII – The license fee based on number of rooms, units or spaces:

1 to 6 \$35.00
7 to 12 \$60.00
13 or more \$60.00 plus \$5.50 for each room, unit, space over 12

Apartments Motels
Hotels Vacation Rentals
Recreational/Temporary Trailer Parks
Mobile Home Parks Residential Rental
Commercial Rental

IX – Delivery Vehicles - \$100.00 per year

Auto Parts/Supplies Household Product Dist.
Bakery Ice Cream Trucks
Building Supplies Laundry
Catering Milk Delivery Trucks
Cosmetic Product Dist. Peddlers/Solicitors
Dairy Wholesale Propane
Dry Goods Trucking (Except Local)
Food & Beverage Water
Gasoline Delivery Trucks

X – The license fee is BASED ON THE NUMBER OF EMPLOYEES for the following business:

1 to 2 Employees	\$60.00
3 to 6 Employees	\$120.00
7 to 10 Employees	\$180.00
11 to 14 Employees	\$240.00
15 to 20 Employees	\$300.00
21 to 30 Employees	\$360.00
31 to 40 Employees	\$420.00
41 to 50 Employees	\$480.00
Over 50 Employees	\$480.00 plus \$6.50 per employee over 50

Alarm Company	Liquor Store
Advertising	Lumberyard
Answering Service	Mail Order
Antique Shop	Management/Consulting/ Public Relations Svc
Animal Hospital	Manicurist
Automobile Dealers	Messenger Service
Auto Supplies / Equipment	Mobile Home Sales
Auto/Car Wash Rack	Mobile Repair
Bakery	Mortgage Company
Barber Shop	Mortuary
Beauty Shop	Newspaper
Brickyard	Paint/Glass Shop
Book/Stationery Store	Private Detective
Bookkeeper	Real Estate Broker
Bowling Alley	(Plus \$6.50 per real estate sales person.
Brokerage/Commodity	See real estate Sales & Service signs for additional fees)
Building Supplies	Registered Nurse / LVN / Family Practitioner
Cannabis (Retail/Distribution/ Cultivation)	Reflexology
Cash Register/Office Machine	Rest Homes
Cocktail Lounge	Restaurant
Coffee Shop	Retail (Misc.)
Clothing	Rock/Sand/Gravel/ Cement/Redi-Mix
Collection Agency	School of Massage
Convenience Store	Secretarial Service
Department Store	Security Doors, Railings Metal
Developers (Real Estate)	Sewing Machine Sales/ Service
Draperies	Shoe Store
Dry Goods	Sporting Goods
Drug Store	Street Sweeping
Employment Agency	Television
Escrow Company	Theatre
Equipment / Supplies for Service Establishment	Thrift Store
Florist / Garden Shop	Towing Service
Food Store (7-11) Misc.	Toy Store
Furniture Store (New)	Travel Agency
Gardening	Upholstery Shop
Glass Products	Video Production/Store
Grocery	Warehouse
Hardware	Wrecking Yard
Health Club/Spa Services	
Ice Cream Parlor	
Insurance Broker	
Internet Sales	
Jewelry Store	
Junk Dealers	
Land Dev. Company	

XI – Real Estate Signs:

\$30.00 per year or \$4.00 per sign

XII – Ambulance Services:

\$120.00 per year

XIII – Dance Permits:

\$120.00 per year or \$19.00 per day

XIV – Taxi Cab Service:

\$200.00 per year

