

**CITY OF MT SHASTA  
ANNUAL BUSINESS LICENSE FEES**

License Fee	\$85.00 annually
Hotels	\$60.00 up to 5 rooms, any additional rooms are \$3.60 each annually.
Motels and RV Parks	\$60.00 up to 5 rooms, any additional rooms are \$6.00 each annually.
Residence Rentals & Apartments *	\$48.00 annually, any additional rental units/ Residences \$12.00 each annually.
Peddlers/Vendors/Solicitors **	\$15.00 per day or \$135.00 per quarter
Partners ***	\$12.00 per partner
Employees	\$12.00 each full time employee (owners & spouses are exempt) \$ 6.00 each part time employee (owners & spouses are exempt)

\* Minimum of 4 units. A business license is not required for apartment buildings with less than 4 units or landlords with less than 4 residential rentals.

\*\* Other restrictions apply

\*\*\* Does not include corporate officers or spouses

**DAE Fee:** \$ 1.00 Annually

On September 19, 2012, Governor Brown signed into law SB-1186, which adds a state fee of \$1.00 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 with construction-related accessibility requirements and to develop educational resources for businesses in order to facilitate compliance with federal and state disability laws as specified.

**Snow Removal Fees:** \$12.00 Annually  
Applies to businesses in the downtown sidewalk snow removal district only

**Parking District Fees:** These fees are based on type, location & square footage of business.  
Applies to businesses in downtown parking district  
(See Map on reverse) Credit is given for each privately owned, paved parking space.

**Home Occupation Permit:** Any business operated out of a home located in a residential zone, must first obtain a Home Occupation Permit. Applications are available at City Hall and fees range from \$124.87 – \$902.29 plus actual cost depending on the type of business, traffic, and other factors involved.

***NOTE: Fees are not all inclusive to this list. Please contact City Hall for the fee structure specific to your particular business type, square footage, and location.***

**ADDITIONAL INFORMATION:**

**Fictitious Name Statement** – If your business name will not include your legal first and last name, you will need to obtain a Fictitious Name Statement from the Siskiyou County Clerks Office located in Yreka, CA. (530) 842-8-084. A copy of your filed document must be provided when submitting your application for a City license.

**Federal Tax ID Number** – Required for reporting Federal Income Tax. Contact the IRS at (800) TAX-1040 or [www.irs.gov](http://www.irs.gov) In some cases, your social security number will be sufficient.

**State Sales Tax Resale Permit Number** – If your business will be a retail sales business, you need to apply for a Sellers Permit through the State Board of Equalization at (800) 400-7115 or (530) 224-4729 or [www.boe.ca.gov](http://www.boe.ca.gov)