

Treasurer-Tax Collector's
625 Court Street
Finance Building, Room 100
P. O. Box 631
Martinez, California 94553-0063

TEL (925) 608-9500
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Contra
Costa
County



Russell V. Watts
County Treasurer-Tax Collector
Lulis Lopez
Assistant Tax Collector
Danielle Goodbar
Tax Operations Supervisor

TO ALL BUSINESS LICENSE APPLICANTS

IMPORTANT NOTICE OF COMPLIANCE

"The payment of a license tax required by the provisions of this chapter, and its acceptance by the county, and the issuance of a business license to any person, shall not entitle the holder thereof to carry on any business unless he/she has complied with all of the requirements of this chapter and all other applicable laws, nor to carry on any business in any building or on any premises designated in such license in the event that such building or premises are situated in a zone or locality in which the conduct of such business is in violation of any law." (County Ordinance 91-35, Section 1)

"Before a business license is issued, any business newly located or relocated in the unincorporated area of the county, or any business that has changed or modified its type of business, shall obtain written verification from the Department of Conservation and Development confirming that the proposed business is consistent with all applicable zoning requirements. The issuance of a business license under this chapter does not constitute zoning approval and does not relieve anyone from the obligation to obtain all other permits or licenses required by this code and state law." (Ord. 2020-03 § III, 2-4-20)

Home Occupation, Zoning, Alcohol

Application and Permit Center 925-655-2700
30 Muir Road, Martinez 94553
<https://epermits.cccounty.us/>

Barber and Cosmetologist Professional Licensing

Board of Barbering & Cosmetology (800) 952-5210
2420 Del Paso Road Suite 100, Sacramento 95834
www.barbercosmo.ca.gov

Massage Practitioner & Therapist Certification

California Massage Therapy Council..... (916) 669-5336
1 Capitol Mall, #320, Sacramento 95814
www.camtc.org

Seller's Permit

California Board of Equalization (510) 622-4100
1515 Clay St. #303, Oakland 94612
www.boe.ca.gov/

Filed Complaints Against Businesses

Better Business Bureau..... (510) 238-1000
510 16th St., Oakland 94612
www.bbb.org

Child Care Provider Training and Development

Child Care Council, Contra Costa (925) 676-5437
1035 Detroit Avenue, Suite 240, Concord, CA 94518
www.cocokids.org

Fictitious Business Name Statement

Clerk-Recorder's Office..... (925) 335-7900
555 Escobar Street, Martinez 94553
www.ccclerkrec.us/clerk/clerk/fictitious-business-name/

State Contractor's License

Contractors State License Board (800) 321-2752
P.O. Box 26000, Sacramento, CA 95826
www.cslb.ca.gov/

Solicitors and Peddlers Registration

Sheriff's Office (925) 335-1571
www.cocosherriff.org/

Corporations, Companies, Partnerships

Secretary of State..... (916) 657-5448
www.sos.ca.gov/

Tobacco Prevention Project

Health Services Department..... (925) 313-6712
www.cchealth.org/tobacco/

Child and Adult Care Licenses

Community Care Licensing (510) 622-2602
1515 Clay St., Oakland 94612
www.cdss.ca.gov/inforesources/community-care-licensing

Business Property Tax and Change of Ownership

County Assessor's Office (925) 313-7600
2530 Arnold Drive, Suite 100, Martinez, CA 94553
www.co.contra-costa.ca.us/depart/assr/assr.htm

ABC License

Dept. of Alcohol Beverage Control.....(510) 602-7715
1800 Sutter St. Suite 400, Concord, CA 94520
www.abc.ca.gov

Consumer Protection

Department of Consumer Affairs.....(800) 952-5210
www.dca.ca.gov/

Worker’s Compensation Insurance

Department of Industrial Relations(510) 622-2861
1515 Clay St., 6th Floor, Oakland CA 94612
www.dir.ca.gov/

Employee-Related Taxes

Employment Development Dept......(888) 745-3886
www.edd.ca.gov/en/Payroll_Taxes/What_Are_State_Payroll_Taxes

Occupational Safety

Cal/OSHA.....(510) 286-7000
www.dir.ca.gov/occupational_safety.html

Federal Taxes

IRS(800) 829-1040
185 Lennon Ln., Walnut Creek 94598
www.irs.gov/

Local Fire Regulations

Fire Protection District.....(925) 941-3300
<https://cccfd.org/fire-prevention/>

State Taxes

Franchise Tax Board(800) 852-5711
www.ftb.ca.gov/

Corporations, Companies, Partnerships

Secretary of State.....(916) 657-5448
www.sos.ca.gov/

Starting a Business: Education & Training

Small Business Development Ctr(510) 885-4806
25800 Carlos Bee Boulevard, Hayward, CA 94542
www.eastbaysbdc.org/

Social Security Numbers

Social Security Office(800) 772-1213
1111 Civic Drive, Suite 180, Walnut Creek CA 94596
www.ssa.gov/

Hazardous Materials Operating Permits

Contra Costa Health Services (925) 655-3200
4585 Pacheco Boulevard, Suite 100, Martinez
www.cchealth.org/hazmat/

Your acknowledgement of this notice MUST BE SIGNED BY AN OWNER, PARTNER OR CORPORATE OFFICER AND RETURNED along with your Business License Application and appropriate fees.

DBA: _____

Print Name: _____

Title: _____

Signature: _____

Date: _____

Failure to receive required approval from the appropriate departments may deem your Business License void, non-refundable and the business owner subject to penalty in accordance with County Ordinance(s).