



Thank you for doing business in La Puente

City of La Puente
15900 E Main Street, La Puente CA 91744
Telephone (626) 855-1500 Fax (626) 961-4626
Attn: Business License Division - (626) 855-1508 or (626) 855-1521

OFFICE USE ONLY

Business License #:
SIC CODE:
Expiration Date:
Application Received by:

BUSINESS LICENSE APPLICATION
HOME OCCUPATION

Please Type or Print in Block Letters

Business Name
Corporate Name (if applicable)
Business Location (Cannot be P.O. Box per State of California Business & Professions Code-Section 17538.5)
Mailing Address
Description of Business
State License No. Resale No.
State License Type Federal ID No.
Expiration Date State ID No.

If your business activity in La Puente involves the use of vehicles, please list the vehicle's license numbers below:
1.
2.
3.
4.
5.
6.

Ownership
Corporation
Partnership
Other
Corp-Ltd Liability
Ltd Partnership
Sole Proprietor

Enter below names of Owners, Partners, or Corporate Officers:

1st Owner Name Title Driver's License #:
Address (Cannot be P.O. Box) Soc. Sec. #
Phone No.
Cell Phone No.
2nd Owner Name Title Driver's License #:
Address (Cannot be P.O. Box) Soc. Sec. #
Phone No.
Cell Phone No.

In case of emergency, please contact:

Contact Name Phone No.
Address

If you are renting the above business location in the City of La Puente, please complete this section:

Landlord Name Phone No.
Address

Note: Per LPMC Section 5.04.240 Business Licenses are not transferable; provided however, that where a license is issued authorizing a person to transact and carry on a business at a particular location within the city, the business license officer may, upon the filing of an application by the licensee and payment of a fee thereof, amend the license to authorize the transacting and carrying on such business under license at a different location within the city.

Owner's Initial: Date:

I declare, under penalty of perjury that the statements and information contained in this application is true and correct to the best of my knowledge and belief. I agree to conform with all requirements of zoning, building, fire and all other applicable laws, ordinances and regulations pertaining to the operating of such business. Furthermore, I agree to notify the City of La Puente Business License Division within TEN (10) days of any change in the facts stated herein (change of ownership, address, operation, etc.) or any other facts required by this application.

Owner's Signature: Date:

RETURN APPLICATION TO ABOVE ADDRESS AND MAKE CHECK PAYABLE TO CITY OF LA PUENTE

CITY OF LA PUENTE

DEPARTMENTAL COMMENTS

Horizontal lines for departmental comments.

PLEASE REMIT \$71.00 ONE TIME APPLICATION FOR NEW BUSINESS & CHANGE OF ADDRESS FEE IN ADDITION TO LICENSE TAX

Table with 3 columns: LPMC SECTION NO., TYPE OF BUSINESSES, FEE CALCULATIONS. Rows include Home Occupation License Tax and Home Occupation Inspection Fee.

TOTAL FEES: \$ _____

Sec. 10.16.010 Home Occupations. Intent and Purpose.

It is the purpose of this section to:

- 1. Recognize that a residential property owner or resident has a limited right to conduct a non-obtrusive business from his/her residence...
2. Maintain the residential character of residential neighborhoods;
3. Prevent the use of home occupations from transforming a residential neighborhood into a commercial one; and
4. Encourage and promote efforts to reduce traffic congestion and generation of pollutants...

Sec. 10.16.010 Home Occupation Permit Requirements

Home occupations, as defined in section 10.16.010 (1) the home occupation shall be incidental and secondary to the use of the structure for residential purposes and shall not adversely affect the character of the zone of which it is a part.

- 1. A business license shall be obtained for the home occupation use.
2. A home occupation permit shall not be transferable.
3. There shall be no employment of any persons other than members of the household
4. No more than one room in the dwelling shall be devoted to a home occupation.
5. No sign shall be displayed on the premises advertising the business conducted in the dwelling;
6. No presses, or any electrical or other equipment requiring specialized electrical installation, are allowed...
7. The home occupation shall not significantly increase vehicular traffic.
8. A list of the type, quantity and concentration of all hazardous materials...
9. Vehicle utilized in conjunction with a home occupation that are not designed to be operated on a highway...
10. No waste receptacles exceeding thirty-three (33) gallon capacity...
11. Home occupations shall be subject to an annual inspection...
12. The home occupation shall not displace nor impede use of parking spaces...

I certify that I have read and understand all the provisions pertaining to this application, including LPMC Section 10.16.010 regarding restrictions of a home based business, and agree to operate within the stated limits.

Owner's Signature: _____ Date: _____