CITY OF EMERYVILLE
INCORPORATED 1896
1333 PARK AVENUE
EMERYVILLE, CALIFORNIA 94608–3517
TEL: (510) 596-4300 FAX: (510) 450-7831

2017 WAREHOUSE TAX RETURN

Returns are due January 1, 2017 and delinquent if received or postmarked after March 1, 2017

BUSID# **E-MAIL ADDRESS:**_____

 # OF EMPLOYEES:_____

Line			
A.)	Tax Year:	**2017**	
B.)	Square Footage		
C.)	Tax Due:	$	***See enclosed Warehouse square footage tax rate table***
D.)	Penalty (See Box 1 below):	$	**If the return is postmarked after 03/01, Penalties are due.**
E.)	Subtotal	$	Sum of lines "C" and "D"
F.)	Interest (See Box 2 below):	$	**If the return is postmarked after 03/01, Interest is due.**
G.)	**Renewal Fee**	**$10.00**	
H.)	**State Mandated Disability Access & Education Revolving Fund***	**$1.00**	
	Total Due:	$	Sum of lines "E" , "F", "G", & "H"

*On September 19, 2012 Governor Brown signed into law SB-1186 which adds a state fee of $1 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.

**"Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies: The Division of the State Architect at www.dgs.ca.gov/dsa/Home.aspx, The Department of Rehabilitation at www.rehab.cahwnet.gov, The California Commission on Disability Access at www.ccda.ca.gov."

Line	**Box 1- Penalty Calculation**	**If the return is postmarked after 03/01, Penalties are due.**	
I.)	Tax Due:	$	Enter amount from line "C" above
J.)	Penalty Rate:	x .05	Monthly penalty rate
K.)	Monthly Penalty:	$	Multiply line "I" by line "J", enter amount here
L.)	Number of months delinquent:	x	Enter total number of months delinquent, max 5 months.
D.)	Total Penalty due:		Multiply line "K" by line "L", enter amount on line "D" above

Line	**Box 2- Interest Calculation**	**If the return is postmarked after 03/01, Interest is due.**	
M.)	Subtotal of tax due & Penalties:	$	Enter Subtotal from line "E" above
N.)	Monthly Interest Rate	x .015	Monthly interest rate
O.)	Monthly Interest Due:	$	Multiply line "M" by line "N"
P.)	Number of months delinquent:	x	Enter total number of months delinquent
F.)	Total Interest Due:		Multiply line "O" by line "P", enter amount on line "F" above

I declare, under penalty of perjury, that the information on this return is true and correct.

Signature: _____ Title: _____

Print name: _____ Date: _____

CLOSURE OF BUSINESS

If the business is closed, please complete this section, sign the Affidavit above, and return this form to the City of Emeryville so we can update our records. **BUS#**

Date Business Closed _____ Reason for Closure _____

If moved from Emeryville, why?_____

FOR OFFICE USE ONLY: ☐ Updated BL to "C" in Pentamation Date Updated _____ Processed by _____

Revised 10/15

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Warehouse Tax Rate Table

Square Footage:	Annual Tax Rate:
0-10,000	$ 500.00
10,001-15,000	$ 750.00
15,001-20,000	$ 1,000.00
20,001-25,000	$ 1,250.00
25,001-30,000	$ 1,500.00
30,001-35,000	$ 1,750.00
35,001-40,000	$ 2,000.00
40,001-45,000	$ 2,250.00
45,001-50,000	$ 2,500.00
50,001-55,000	$ 2,750.00
55,001-60,000	$ 3,000.00
60,001-65,000	$ 3,250.00
65,001-70,000	$ 3,500.00
70,001-75,000	$ 3,750.00
75,001-80,000	$ 4,000.00
80,001-85,000	$ 4,250.00
85,001-90,000	$ 4,500.00
90,001-95,000	$ 4,750.00
95,001-100,000	$ 5,000.00

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ANNUAL BUSINESS LICENSE RENEWAL PACKET

December 12,2016

Dear Business Owner/Operator:

Enclosed is your Annual Business License Tax package for 2017. Please update and complete the enclosed Business License Tax Return and Services Provider form and return them with the required payment of taxes due to:

City of Emeryville Finance Department
Department 05756
PO Box 39000
San Francisco, CA 94139-5756

Please make checks payable to the City of Emeryville.

Updating Information on Tax Return and New Business License Application

It is important that you complete and/or make any corrections to the information preprinted on the Business License Tax Return provided in this package. For corrections, please "line out" the incorrect information and print the correct information above it. Businesses that have changed ownership must complete a new business application. A copy of the application is available on the City's website at http://www.emeryville.org or may be requested by e-mailing or calling 510-596-4325.

Business License Tax Rate & Calculation

Please use the enclosed Warehouse Tax Rate Table based on square footage to determine your tax due. The 2017 **minimum warehouse tax is $500 and maximum tax is $5,000. There is also a $10 renewal fee and a $1 State Mandated Disability Access Fee for a total minimum payment of $511.**

Due Date, Delinquency, Remittance Information

Business License Taxes are due January 1, 2017 and become delinquent after March 1, 2017. Payments postmarked or received at the Finance Department counter after March 1, 2017 will be considered delinquent and subject to penalties and interest. The penalty rate is 5% per month, with a maximum rate of 25% (5 months) of the tax amount. The interest on delinquent accounts is 1.5% per month on the total outstanding balance (tax + penalty) with no cap.

Payments are accepted either by post at the above address or in person at the City of Emeryville Finance Department counter located in the City of Emeryville Administration Building at 1333 Park Avenue, Emeryville, CA 94608.

Additional Information

Please note that the current Emeryville Municipal Code is available on the City's website at: http://www.emeryville.org. If you have questions regarding the Business License renewal process or calculations of your Business License Tax due for 2017, please call Desiri Vink at (510) 596-4325 or email: Dvink@emeryville.org.

Sincerely,

Desiri Vink
Finance Department- Business Licenses