



# Town of Los Altos Hills

## Business Support Center

Phone: 888-602-0239 • F.A.X: 909-348-0465  
Mailing Address: 8839 N. Cedar Ave #212 • Fresno, CA 93720-1832  
Apply Online Today At: <http://losaltoshills.hdlgov.com>

### OFFICIAL USE ONLY

Business License No. \_\_\_\_\_  
Expiration Date \_\_\_\_\_  
NAIC Code \_\_\_\_\_  
License Fee \$ \_\_\_\_\_

## BUSINESS LICENSE APPLICATION

PLEASE TYPE OR PRINT WITH PEN

Business Name \_\_\_\_\_ Bus. Start Date \_\_\_\_\_

Corporate Name (if applicable) \_\_\_\_\_  New Application  Change  Home Occupation

Business Location (Cannot be P.O. Box) \_\_\_\_\_ STREET \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Primary Phone No. \_\_\_\_\_  Business  Cell  Home Alt. No. \_\_\_\_\_  Business  Cell  Home

Mailing Address \_\_\_\_\_ STREET \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Description of Business \_\_\_\_\_

\* Email Address \_\_\_\_\_ \* Federal ID No. \_\_\_\_\_

Ownership  Corporation  Corp-Ltd Liability  Partnership  Sole Proprietor  Trust  Non-Profit

### PERSONAL INFORMATION - Enter below names of Owners, Partners, or Corporate Officers (attach additional sheet, if necessary)

1st Owner Name \_\_\_\_\_ Title \_\_\_\_\_ \* SSN \_\_\_\_\_

\* Home Address (Cannot be P.O. Box) \_\_\_\_\_ Phone No. \_\_\_\_\_  
\_\_\_\_\_ Alt. Phone No. \_\_\_\_\_

2nd Owner Name \_\_\_\_\_ Title \_\_\_\_\_ \* SSN \_\_\_\_\_

\* Home Address (Cannot be P.O. Box) \_\_\_\_\_ Phone No. \_\_\_\_\_  
\_\_\_\_\_ Alt. Phone No. \_\_\_\_\_

### CONTRACTORS - This section is required for all contractors.

Contractor's State License Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

#### Project Site Address

Street Address \_\_\_\_\_

### Please provide any relevant details for your business below. Only account for business conducted within the Town of Los Altos Hills

No. of Professionals  No. of Employees   
No. of Units  No. of Vehicles   
Estimated Annual Gross Receipts

### PLEASE FILL IN THE APPROPRIATE BOXES BELOW AND SIGN

#### CERTIFICATION AND ACKNOWLEDGEMENT

I acknowledge that the payment of Business Registration tax to the Town of Los Altos Hills (hereinafter "the Town") does not entitle me or any authorized representative to conduct any business in the Town that is in violation of any applicable laws. I further acknowledge that the Town's issuance of a Business Registration Certificate does not waive the Town's right in any way to enforce compliance with applicable laws against me or any authorized representative. I hereby declare under the penalty of perjury that to the best of my knowledge and belief the statements made on this application are true and correct.

SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

Title \_\_\_\_\_ Application Date \_\_\_\_\_

*Thank you for doing business in the Town of Los Altos Hills*

**RETURN APPLICATION BY MAIL TO:**  
**Town of Los Altos Hills – Business Licensing**  
**8839 N. Cedar Ave #212**  
**Fresno, CA 93720-1832**

**SCAN & RETURN APPLICATION BY E-MAIL TO:**  
[support@hdlgov.com](mailto:support@hdlgov.com)

NOTICE: 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](http://www.dgs.ca.gov/dsa/Home.aspx)
- The Department of Rehabilitation at [www.rehab.cahwnet.gov](http://www.rehab.cahwnet.gov)
- The California Commission on Disability Access at [www.ccca.ca.gov](http://www.ccca.ca.gov)

\* Information provided on this form is subject to disclosure under the California Public Records Act (Government Code Section 6250et seq.) with the possible exception of those items that have an asterisk (\*). Items that appear with an asterisk (\*) will generally not be disclosed under the Act without prior notice given within approximately one week of the request being made. In general, residential addresses shall not be disclosed except in those cases where the business location is the same as the residential address.