

# BUSINESS LICENSE APPLICATION



**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED**

**(\*) indicates required fields**

Check here if information below indicates changes to existing, licensed Business

**Business License No:** \*Business Is Home-Based in Carlsbad  Yes  No

**\*BUSINESS NAME / DBA NAME**

**\*BUSINESS ADDRESS**

(No P.O. Boxes or Personal Mail Boxes)

Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**\*MAILING ADDRESS**

Street Address \_\_\_\_\_  
Same as Business Address  \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**\*BUSINESS PHONE (     )** \_\_\_\_\_ **BUSINESS EMAIL ADDRESS** \_\_\_\_\_

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**BUSINESS DETAILS:**

**\*BUSINESS START DATE IN CARLSBAD**     /     /

**\*BUSINESS TYPE**     CORP     LLP     LLC     Partnership     Sole Proprietorship     Trust

**\*BUSINESS DESCRIPTION  
(PLEASE PROVIDE DETAILS)**

**PROVIDE THE FOLLOWING WHEN APPLICABLE:**

**FEDERAL TAX ID NUMBER OR SOCIAL SECURITY AND DRIVERS LICENSE NUMBERS REQUIRED**

**\*Federal Tax Id Number**     State Employer Id Number     State Sales Tax No/Sellers Permit

**\*Social Security Number**     \*California's Driver License     County Health Permit No.

State Contractor License No.     Classifications (List All)     \*Estimated Annual Gross Receipts

**\*Total Square Footage**     \*Number of Employees     Number of Professionals     Number of Vehicles

**\*Previous Use Of Site**

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**OFFICE USE ONLY: License Number**     NAICS     Charge Code

**BUSINESS DETAILS CONTINUED:**

<b>*Special Activities:</b> (Select All That Apply)	Hazardous Materials	Wood Working	Warehouse	Flammable Liquids	Painting
<b>*Business Types:</b> (Select All That Apply)	Wholesale	Manufacturing	Service	Consignment	Retail
<b>*Sale of Alcoholic Beverages:</b> (Select All That Apply)	None	On-Site	Off-Site	Beer and Wine	Liquor
<b>*Are massage services provided?</b>	Yes	No			
<b>*Business is a Short-Term Vacation Rental (Less Than 30 Days)? If yes, Submit Short-Term Vacation Rental Permit Application, Impact Response Plan and Impact Response Plan Declaration Notice Forms</b>				Yes	No
<b>*Does any facet of your business, including any affiliates, subsidiaries or holding companies, involve cannabis , cannabinoids, or cannabinoids ("CBD") products, whether derived from cannabis or hemp? If Yes, carefully review the Cannabis/CBD Products Addendum (last page) to ensure your business complies with all applicable laws. You may be contacted by the City Attorney's Office to provide follow up and/or documentation as warranted.</b>				Yes	No
<b>*Does your business involve sidewalk vending or mobile food truck services? If yes, Submit Vending Equipment Permit Application</b>				Yes	No
<b>*My operations will comply with all local, state and federal laws</b>				Yes	No

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**CONTACT INFORMATION:**

Business Owner (Required)

<b>*Owner Name:</b>	<b>* Phone: (     )</b>		
<b>*First and Last Name or Business/Entity Name</b>			
<b>*Address:</b>			
<b>*Street Address</b>			
<b>*City</b>	<b>*State</b>	<b>*Zip</b>	<b>*Email Address</b>

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**Emergency Contact (Required, must be a named person)**

Same as Business Owner

<b>*Owner Name:</b>	<b>* Phone: (     )</b>		
<b>First</b>	<b>Last</b>		
<b>Street Address</b>			
<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Email Address</b>

**Note: If you wish to add additional contacts, please append to application on a separate piece of paper. Please Include First Name, Last Name, Address, Phone Number and Email address. Contacts will not be added if information is missing.**

**ADDITIONAL HOME-BASED BUSINESS LICENSE INFORMATION:**

The following information **MUST** be provided if home-based business located in Carlsbad

Will customers/clients be coming to the home premises for business related purposes?	Yes	No
If there are additional employees, do any work at the home premises?	Yes	No
If there are additional employees, are any residents of the home premises?	Yes	No

**Home-Based Business Requirement (Excerpt from Carlsbad Municipal Code - Title 21)**

Home occupations are allowed which are not disruptive to the residential character of the neighborhood and which are subject to the following conditions:

- (A.) Home occupations shall be conducted as a secondary use by a resident or residents of the premises.
- (B.) No employees shall be employed on the premises.
- (C.) All home occupation activities shall be conducted entirely within the residential structure, except for permitted agricultural or horticultural uses.
- (D.) There shall be no external alteration of appearance of the residential structure which would reflect the existence of the home occupation.
- (E.) No storage of materials, goods, equipment, or stock in trade shall be permitted where visible from the exterior of the property. No deliveries or pickups by heavy-duty commercial vehicles shall be permitted.
- (F.) **Sale of goods or services shall not be conducted on the property**, except for agricultural goods grown on the premises. This provision shall not be construed to prohibit taking orders for sale where delivery of goods or performance of services does not occur on the property.
- (G.) The home occupation shall not cause any external effect which is inconsistent with the residential zone or disrupts the neighborhood, including but not limited to, noise from equipment, traffic, lighting, offensive odor, or electrical interference.
- (H.) No advertising, signs, or displays of any kind indicating the existence of the home occupation shall be permitted on the premises.
- (I.) The home occupation shall not cause the elimination of required off-street parking.
- (J.) The home occupation may not utilize an area greater than 20% of the combined total floor area of all on-site structures.
- (K.) A City Business License is required for the conduct of a home occupation.

**DECLARATION:**

I, \*First \*Last

BY SUBMITTING THIS APPLICATION, ACCEPT THE CONDITIONS AND DECLARE UNDER PENALTY OF PERJURY THE FOREGOING IS TRUE AND CORRECT. I UNDERSTAND MY OBLIGATION TO KEEP CURRENT ALL INFORMATION RELATING TO MY BUSINESS OPERATIONS. I AGREE TO SUBMIT A REVISED APPLICATION TO THE CITY SHOULD ANY OF THE AFORMENTIONED INFORMATION CHANGE.

\*Date            /            /

\*Signature

## Cannabis and CBD Products Addendum

Please be advised that commercial cannabis activity is not permitted in the City of Carlsbad pursuant to Carlsbad Municipal Code (“CMC”) section 8.90. “Commercial cannabis activity” is defined in CMC section 8.90.020 as:

any cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, distribution, delivery, or sale of cannabis requiring a license from the State under Division 10 of the California **Business and Professions Code**, whether or not carried on for profit and including medical cannabis cooperatives and collectives, except as approved by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration.

“Cannabis” does not include industrial hemp, as defined in California Health and Safety Code section 11018.5. Additionally, industrial hemp produced in the United States is legal pursuant to the 2018 Farm Bill. However, FDA regulations (21 C.F.R. 1308.35) prohibit industrial hemp-based cannabidiol (“CBD”) products intended for human or animal consumption. Carlsbad’s business licensing ordinance requires compliance with all state and federal laws (CMC section 5.04.160). Therefore, the City of Carlsbad only permits commercial activity involving industrial hemp products, such as CBD products derived from industrial hemp, under the condition that products are solely for topical use (i.e., balms, creams, oils).

**If any facet of your business involves industrial hemp-based CBD products, including but not limited to the manufacture, sale, distribution, delivery, transportation, processing, storing, testing, packaging or labeling of CBD products, the city reserves the right to conduct independent laboratory testing to verify that such CBD products have a THC concentration of 0.3% or less pursuant to federal law. The business entity will be responsible for reimbursing the city for the costs of such testing, including shipping costs and the cost of the product to be tested.**

*I have reviewed the City of Carlsbad’s CBD Products Addendum to my business license application. I understand my obligations as a business owner with regard to CBD products. I affirm, under penalty of perjury, that my business does not involve “commercial cannabis activity,” as defined in CMC section 8.90. I further affirm that should my business, now or in the future, involve hemp-based CBD products that are solely intended for topical use, I will comply with the two (2) verifications explained above as a condition of my city business license.*

/ /

Print Name/Title

Signature