



City of Exeter
BUSINESS LICENSE APPLICATION
City Hall – 137 N. F St. – Exeter, CA 93221 – (559) 592-3710

License No. _____

BUSINESS NAME (include DBA) _____

BUSINESS TELEPHONE NUMBER _____

BUSINESS LOCATION (physical address)

Address _____

City _____

State _____

Zip _____

BUSINESS OWNER / OFFICER INFORMATION

Name of Owner/Officer _____ Name of Owner/Officer _____

Title _____ Title _____

Home Address _____ Home Address _____

City _____ State _____ Zip _____ City _____ State _____ Zip _____

Home Telephone Number _____ Home Telephone Number _____

Email _____ Email _____

The City Planner reviews all business license applications to ensure the proposed use is consistent with the established zoning, building, police and fire regulations, and the policies of the City of Exeter.

It is your responsibility to check with City staff to determine if your use is permitted in that location, and if additional permits or documentation may be required, prior to opening for business and prior to signing a lease or committing your business to a certain location.

If any tenant improvements will be constructed please supply detailed drawings to scale and contact the City Planner with questions.

BILLING INFORMATION

Mailing Address _____

City _____ State _____ Zip _____

Contact Name _____

Telephone Number _____

Fax Number _____

TAX INFORMATION

Federal Tax I.D. _____

Social Security _____

CITY OF EXETER (Office Use Only)

Business License Class _____ Business Category _____ Date Entered _____ Entered By _____

Application Fee	
Business License Fee	
State Permit Fee	\$4.00
Home Occupancy	
Total Due	

Additional Information: _____

Planning Use Only

Approve: Yes ☐ No ☐ Zone Class. _____ Initials: _____ Date: _____

Conditions: _____

DESCRIPTION OF BUSINESS

Business Start Date in Exeter: _____

Type of Organization:

☐ Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☐ Non-Profit ☐ Other (specify) _____

Current Year Estimated Gross Receipts in Exeter \$_____

Number of employees:	Full Time	Part Time	Seasonal
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Are there other businesses currently operating at this location besides your business? ☐ Yes ☐ No

Other information you wish to provide about your business _____

Please describe the products or services you will provide.

Initial ☐ I acknowledge that the issuance of a Business License does not exempt me from the requirements of any applicable City, County or State law.

I hereby certify under penalty of perjury that the above information is correct and I am an authorized representative of this business. I understand this application does not license me to operate until I have fulfilled all requirements of the Exeter Municipal Code. I agree to conduct all phases of this business in conformance with all applicable laws, ordinances and regulations established for such business / profession.

Signature _____ Date _____

Printed Name _____ Title _____

All financial information on this application is kept confidential.