



**Business Registration Application  
For Out of Town Contractors &  
Mobile Food Facilities**

**City of San Carlos**  
Business Registrations  
600 Elm Street  
San Carlos, CA 94070  
(650) 802-4213  
[businessreg@cityofsancarlos.org](mailto:businessreg@cityofsancarlos.org)

**For Contractors & Mobile Food Facilities Only:**

Contractors and mobile food facilities who are headquartered outside of San Carlos may purchase a limited-term registration certificate.

**5.04.110** "Contractor" means an individual or entity, as defined by and as required to be licensed under the California Business and Professions Code, generally involved in any aspect of design, construction, maintenance or repair of structures, and improvement to real property.

**Please select one option:**

- \$122.00 6 month business registration       \$204.00 for 12 month business registration

Name of Business \_\_\_\_\_ Phone \_\_\_\_\_

Business Address (include Zip) \_\_\_\_\_ E-mail Address \_\_\_\_\_

Mailing Address (include Zip) \_\_\_\_\_

**Type of Business/Services Provided:**

Business Ownership Type:  Corporation     LLC     Partnership     Sole Owner     Other \_\_\_\_\_

Federal Tax ID# (FEIN) \_\_\_\_\_ Social Security # \_\_\_\_\_ CA State Contractor # \_\_\_\_\_ State Sales Tax State Tax # (SEIN) \_\_\_\_\_  
For Corporations, LLC's                      For Sole Proprietors

Business Owners/ Directors/ Partners      Title      Home Address (include Zip)      SSN      Phone

\_\_\_\_\_  
\_\_\_\_\_

I declare under penalty of perjury that all information contained on this application is true and correct to the best of my knowledge.

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**Options for Payment: Cash, Check or VISA, MASTERCARD**

**Business Registration Certificates for out of town contractors take approximately 1-2 weeks.**

**Proof of payment of a business registration is required to obtain a Building or Public Works permit**

**To be Completed by City of San Carlos Staff**

Date Paid _____	Fax or Email form to: Fax: (650) 595-6707 Email: <a href="mailto:businessreg@cityofsancarlos.org">businessreg@cityofsancarlos.org</a>	Mail form with check to: City of San Carlos Business Registrations 600 Elm Street San Carlos, CA 94070
Paid Amount _____		
By _____		
Account ID _____		

**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.cdda.ca.gov](http://www.cdda.ca.gov).

\*includes \$4 AB1379 state fee - Effective January 1, 2018 until December 31, 2023 the CASp fee is \$4 fee per AB 1379 (Chapter 667, Statutes of 2017). Effective January 1, 2024 the CASp fee is \$1 as per AB 1379 (Chapter 667, Statutes of 2017)." For more information: <http://www.dgs.ca.gov/dsa/Programs/programCert/casp/sb1186.aspx>