## MAILING INFORMATION

**NAME**

**ADDRESS**

**CITY, ST ZIP**
A. PLEASE CHECK APPROPRIATE BOXES

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Are you renting Commercial Property to a Business? If yes, complete the shaded section at the bottom of the reverse side.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Do you pay rent for office, work station, storage, etc. space? If yes, complete section B below.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Will business be conducted in your home? (Home Occupation form required.)</td>
<td></td>
</tr>
</tbody>
</table>

B. LIST THE NAME AND ADDRESS OF PERSON(S) FROM WHOM YOU RENT SPACE. (HOME, OFFICE, WORK STATION)

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*CALCULATION OF TAX*

C. Find your Rate Classification on the front of this application. Enter requested data for the appropriate category only. Using the separate Fee Schedule, determine your tax and penalty, if any, and enter them on the appropriate lines in the section below.

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*CITY USE ONLY*

<table>
<thead>
<tr>
<th>HEALTH</th>
<th>BUILDING</th>
<th>FIRE</th>
<th>PLANNING</th>
<th>POLICE</th>
<th>PUBLIC WORKS</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>APPROVED BY</th>
<th>DATE</th>
</tr>
</thead>
</table>

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**AFFIDAVIT:** I hereby declare under penalty of perjury, that the reported information is true and correct to the best of my knowledge.

SIGNATURE: ___________________________ DATED: ________________________

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**AVOID PENALTIES - FILE PROMPTLY**

**ALL BUSINESSES ARE SUBJECT TO AUDIT**

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**OFFICE USE ONLY**

**CITY USE ONLY**

<table>
<thead>
<tr>
<th>EFT</th>
<th>Cash</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td></td>
</tr>
</tbody>
</table>

Received by: ___________________________ Date: ___________ Amount: ___________ Receipt No.: ___________ Check ☐

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*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.caahw.net.gov
- The California Commission on Disability Access at www.ccda.ca.gov

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*STATE MANDATED DISABILITY ACCESS & EDUCATION REVOLVING FUND ...................................................           $ ______________

---DELINQUENCY PENALTY---

PAYMENT DATE | PENALTY
-------------|-------
Aug. 1 TO Aug. 31 | 10%
Sept. 1 to Sept. 30 | 20%
Oct. 1 to Oct. 31 | 30%
Nov. 1 to Nov. 30 | 40%
After Nov. 30 | 50%

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* WE DO NOT INVOICE - PLEASE ENCLOSE PAYMENT * BE SURE TO COMPLETE ENTIRE APPLICATION * SIGN AND DATE APPLICATION BELOW *

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CITY OF MILL VALLEY
HOME OCCUPATION DECLARATION

TO WHOM IT MAY CONCERN

I, the undersigned, doing business as ____________________________________________

____________________________________ located at ________________________________

in a Residential Zoning District, hereby declare that the proposed business will be conducted in accordance with the definition of a Home Occupation as defined in Section 20.60.250 of Title 20 of the Mill Valley Municipal Code more particularly described as follows:

“Home Occupation” is an accessory use of a dwelling unit for business activities permitted by the following: (1) The business shall be clearly incidental and secondary to the use of the dwelling for dwelling purposes. (2) The use is conducted entirely within a dwelling and is carried on exclusively by the inhabitants of the dwelling. (3) The use does not change the character of the dwelling or adversely affect the uses permitted in the residential district. (4) The use creates no additional traffic and requires no additional parking spaces. (5) No persons are employed other than that necessary for domestic purposes. (6) There is no indoor or outdoor use or storage of materials, equipment, or supplies, other than that necessary for domestic purposes.

Prohibited Home Occupations shall include, but are not limited to, clinics, barbershops, and cosmetology establishments.

Any violation of the above definition is subject to the penalties as defined in Section 8.70 of Title 8 of the Mill Valley Municipal Code.

____________________________________
Signed

____________________________________
Date