

Business Information/Contacts

Fictitious Business Name Statements:

The Santa Cruz County Clerk files and maintains Fictitious Business Name Statements in Santa Cruz County. 701 Ocean St., Room 210, Santa Cruz. 831-454-2060. www.sccoclerk.com

Business Licenses:

Businesses located in or conducting a portion of their business within any of the four (4) cities in Santa Cruz County should contact that city regarding the requirements for a business license.

City of Capitola	420 Capitola Avenue, Capitola	831-475-7300
City of Santa Cruz	809 Center Street, Room 101, Santa Cruz	831-420-5070
City of Scotts Valley	1 Civic Center Drive, Scotts Valley	831-440-5678
City of Watsonville	250 Main Street, Watsonville	831-768-3450

Cannabis Business Licenses

The Cannabis Licensing Office is a division of the County Administrative Office.

701 Ocean St., Room 520, Santa Cruz, CA 95060

831-454-3833 (Messages can be left after hours)

CannabisInfo@Santacruzcounty.us / <http://www.co.santa-cruz.ca.us/cannabislicensingoffice.aspx>

Business Permits:

Businesses operating in the unincorporated areas of Santa Cruz County should contact:

Santa Cruz County Economic Development Coordinator

Barbara Mason - County of Santa Cruz Planning Department

701 Ocean St, 4th Floor, Santa Cruz, CA 95060

(831) 454-2728 Desk (831) 454-2580 Office (831) 454-2131 Fax

barbara.mason@co.santa-cruz.ca.us

<http://www.sccoplanning.com/PlanningHome/EconomicDevelopment.aspx>

The Economic Development Coordinator has information regarding requirements for operating a business in Santa Cruz County and whether a permit is required prior to the operation of your business. Home-based businesses may require a Home-Occupation permit. The most common businesses that require special permits from County Departments are as follows:

Business Type	County Department	Phone	Address/Room
Security Company	Sheriff's Office	831-454-7603	5200 Soquel Ave. Santa Cruz, CA 95060
Food Establishments	Environmental Health	831-454-2022	Room 312
Hazardous Materials/Waste (Storage/Use)	Environmental Health	831-454-2022	Room 312
Kennels	Environmental Health	831-454-2022	Room 312
Public Pools/Spas/Camps	Environmental Health	831-454-2022	Room 312

Taxi Cab Permits are managed by city police departments. You should check with the city regarding a business license.

Day Care Licenses: The California Dept. of Social Services licenses and monitors family child care homes and child care centers. For more information contact:

California Child Care Licensing Program

2580 N. First Street, Suite 300, MS 29-08 San Jose, CA 95131

Phone: (408) 324-2148 FAX (408) 324-2160

<http://www.cclld.ca.gov/PG411.htm>

Zoning Regulations:

Before commencing business you should contact the Zoning Department, Room 400 or call 831-454-2580, to make sure your location is zoned to do your particular type of business. Zoning regulations for the unincorporated areas are obtained from the County Planning Dept., at 701 Ocean Street, Room 400, Santa Cruz, CA 95060.

Sellers/Resale License:

State Board of Equalization
Telephone: 408-277-1231 or 800-400-7115
250 South Second Street, San Jose, CA 95113
www.boe.ca.gov

Contractor's License:

State Board of Contractors
9821 Business Park Dr., Sacramento, CA 95827
P.O. Box 26000, Sacramento, CA 95826
800-321-2752 / www.cslb.ca.gov

State Website: The California Secretary of State website, CalGOLD.ca.gov, will provide information on State permits and business requirements, business resources, information on service mark, trademark and trade name, information regarding corporation, Limited Liability Companies, Limited Liability Partnerships, and Limited Partnerships.

Small Business Administration:

For Small business assistance, you may contact your local Chamber of Commerce.

Aptos Chamber of Commerce	831-688-1467	Capitola Chamber of Commerce	831-475-6522
Santa Cruz Chamber of Commerce	831-457-3713	Scotts Valley Chamber of Commerce	831-438-1010
Watsonville Chamber of Commerce	831-724-3900	US SBA Answer Desk for SBA's	800-268-2678
US SBA Technical Support Line	202-205-6400	computer bulletin board	

Corporations/Limited Partnership(s)/Limited Liability Companies):

CA Secretary of State
1500 11th St, Sacramento, CA 95814
916- 657-5448 / www.sos.ca.gov

Non-Profit:

If an organization or business wishes to obtain a Non-Profit Status, contact the Registry of Charitable Trusts: California Attorney General, Registry of Charitable Trusts, PO Box 903447, Sacramento, CA 94203-4470. 916-445-2021; oag.ca.gov/charities

Tax Information:**Internal Revenue Service – Federal**

800-829-3676. (*Forms only*) / 800- 829-4477 (*Telex tax information*)

Franchise Tax Board – State

96 N 3rd Street, San Jose, CA 95113
800-338-0505 (*Forms only*) / 800-852-5711 (*Telex tax Information*)

Employment Tax Information:

For information on Disability Insurance Tax, State Withholding Tax, and Unemployment Tax contact: California Employment Tax District Office
2045 40th Ave., Santa Cruz, CA 95062
831-464-6307

Copyright/Patent/Trade Marks/Service Marks**Copyright Office – Federal**

Copyright Office - Library of Congress
101 Independence Ave., SE
Washington D.C. 20559-6000
877-476-0778 / www.copyright.gov

Patent/Trade Marks/Service Marks

Crystal Park 2
SE 2121 Crystal Drive
Arlington, VA 22202
800-786-9199 or 571-272-9950 (TTY) / www.uspto.gov

Additional Resources:

- California Codes Online (i.e. Business and Professions Code): leginfo.legislature.ca.gov
- Governor's Office of Business and Economic Development business.ca.gov
- SCORE - Santa Cruz County 831-621-3735; santacruzcounty.score.org
- Central Coast Small Business Development Center – Cabrillo College: www.santacruzsbdc.org