



## BUSINESS LICENSE

## OTHER AGENCIES CONTACTS

*During the course of your business license processing, there are other agencies you may need to contact, or have interaction with, depending on the category of your business.*

*Questions regarding the fees associated with the other agencies should be directed to the applicable agency. As always, should you need assistance please contact the Planning Division at (818) 597-7328*

### **Additional Agencies you may want to contact regarding your business license:**

#### **CITY REGULATORY AGENCIES**

##### **City of Agoura Hills—Planning**

A Business License Application can be obtained at the City Planning Division.

Email: [vdarbouze@agourahillscity.org](mailto:vdarbouze@agourahillscity.org)  
(818) 597-7328

##### **City of Agoura Hills—Building & Safety**

For Questions on plan review submittals and approval.

Email: [ksanders@agourahillscity.org](mailto:ksanders@agourahillscity.org)  
(818) 597-7370

##### **City of Agoura Hills—Finance**

For account information, account updates, and payment of fees.

Email: [ltucker@agourahillscity.org](mailto:ltucker@agourahillscity.org)  
(818) 597-7320

#### **LOS ANGELES COUNTY AGENCIES**

##### **County of Los Angeles Fire Department**

Calabasas Fire Prevention Office  
Development Standards and Site Inspections  
26600 Agoura Road, Calabasas, CA 91302  
(818) 880-0341

##### **County of Los Angeles-Other Departments.**

Please consult with:

- + Weights and Measures,
- + Animal Care & Control,
- + Public Health, and
- + Industrial Waste.

##### **Malibu/Lost Hills Sheriff's Station**

27050 Agoura Road, Agoura Hills, CA 91301  
(818) 878-1808

##### **Fictitious Business Name/ Doing Business As (DBA):**

Business owners wishing to use a fictitious name (other than his/her own full family name) for the business, must clear the name through the Los Angeles County Clerk to ensure that no one else is using it. Once cleared, the owner is required to print it in a newspaper of a specified circulation, in the area in which the business will be operating. DBA renewals take place every 5 years.

##### **Los Angeles County Registrar-Recorder/County Clerk**

12400 E. Imperial Hwy. Norwalk, CA 90650  
(800) 815-2666

<https://www.lavote.gov/home/county-clerk/fictitious-business-names/general-info>

##### **Van Nuys Branch**

14340 Sylvan Street, Van Nuys, CA 91401  
1(800) 201-8999



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### Additional Agencies you may want to contact regarding your business license:

#### STATE AGENCIES

**Department of Alcohol Beverage and Control (ABC)** [abc.ca.gov](http://abc.ca.gov) licenses the sale, importation, and manufacture of all alcoholic beverages across California.  
6150 Van Nuys Blvd., Room 220 Van Nuys, CA 91401  
(818) 901-5017 Fax: (818) 785-6731

**California Department of Tax and Fee Administration (CDTFA)** [cdtfa.ca.gov](http://cdtfa.ca.gov) administers sales, use, fuel and cigarette taxes.

**Seller's Permit**—Those who sell tangible property must obtain a Seller's Permit with a tax number from the State.

**Use Tax**—A Use Tax may be charged, if a business buys equipment from a firm outside of California.

**State Board of Equalization (BOE)** [boe.ca.gov](http://boe.ca.gov) administers property tax, alcohol, excise taxes, and taxes on insurers.  
15350 Sherman Way, Ste. 250, Van Nuys, CA 91406  
(818) 904-2300

**Employment Development Department (EDD)** [edd.ca.gov](http://edd.ca.gov) regulates payroll taxes.  
6150 Van Nuys Blvd., Rm 210, Van Nuys, CA 91401-3384  
(818) 901-5208

**Governor's Office of Bureau and Economic Development (CALGOLD)** [calgold.ca.gov](http://calgold.ca.gov) assists businesses in finding licensing requirements and contact information applicable to their type of business.

**California Secretary of State (SOS)** [sos.ca.gov](http://sos.ca.gov) registers business entities.  
15000 11th Street, Sacramento, CA 95814  
Regional office: 300 S. Spring Street, #12th Floor, Los Angeles, CA 90013 (213) 897-3062

**State Department of Social Services—Community Care Licensing (CDSS)** [cdss.ca.gov](http://cdss.ca.gov) licenses and regulates community care facilities.  
744 P Street, MS8-17-17, Sacramento, CA 95814  
(916) 651-8848

**Contractor's State License Board (CSLB)** [cslb.ca.gov](http://cslb.ca.gov) regulates the construction industry.  
1(800) 321-2752 - Van Nuys: (818) 901-5168 or  
Ventura: (805) 654-4515

**California Department of Consumer Affairs (DCA)** [dca.ca.gov](http://dca.ca.gov) provides support services for California Consumers.  
1625 North Market Blvd. Suite N112, Sacramento, CA 95834  
(800) 952-5210

**United States Patent and Trademark Office (USPTO)** [uspto.gov](http://uspto.gov) grants U.S. patents and registers trademarks.  
1(800)786-9199 #1

#### FEDERAL AGENCIES

*For Employer Identification Number*

**Federal Internal Revenue Service**  
6230 Van Nuys Blvd., Van Nuys, CA 91401  
(844) 545-5640  
[irs.gov](http://irs.gov)

*For Import/Export Businesses*

**U.S. Dept. of Commerce**  
Bureau of Export Administration  
Western Regional Office  
11500 West Olympic Blvd. Suite 601,  
Los Angeles, CA 90064  
(310) 235-7212  
[commerce.gov](http://commerce.gov) or [trade.gov](http://trade.gov)

#### OTHER AGENCIES

**Better Business Bureau**  
4001 Mission Oaks Blvd. Ste G. Camarillo, CA 93012  
(805) 963-8657  
<https://www.bbb.org/local-bbb/bbb-of-the-tri-counties>

**Greater Conejo Valley Chamber of Commerce**  
600 Hampshire Rd., Suite 200, Westlake Village, CA 91361  
(805) 370.0035  
[conejochamber.org](http://conejochamber.org)

#### LOCAL NEWSPAPER

##### Fictitious Name Publication:

The Acorn Newspaper is permitted to publish legal notices.  
30423 Canwood Street, Suite 108, Agoura Hills, CA 91301  
(818) 706-0266  
[Theacorn.com](http://Theacorn.com)