Mail renewal form and payment to:
CITY OF LOS ANGELES
OFFICE OF FINANCE
P.O. Box 513996
Los Angeles, CA 90051-3996

BUSDINESS TAX RENEWAL FORM – 2021
RENEW ONLINE! DELINQUENT AFTER MARCH 1, 2021
finance.lacity.org/renewal

II. Tax Incentives & Overpayment

1. Small Business Exemption - Enter the total of your worldwide gross receipts here: $____________________ and enter your in-City gross receipts in Column D (Basis for Tax).

2. Creative Artist Exemption: Check this box only if the worldwide gross receipts attributable to “Creative Activities” are $300,000 or less. Enter the total gross receipts from Creative Activities inside the City of Los Angeles $____________________ and enter ‘0’ in Column D (Basis for Tax).

3. Application of Overpayment: Check this box only if you have an overpayment that you want to apply to your 2021 renewal. Please note that an overpayment cannot be applied if the original payment date was over three years ago. If applicable enter the overpayment amount $____________________ (Deduct this amount from your Total Amount Due on Line 17)

BUSINESS TAX RENEWAL FORM – 2021

III. Tax Worksheet

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CA STATE FEE (AB 1379)</td>
<td>N800</td>
<td>Only include the N800 fee in Line 12, if you have a payment due</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12. Add Lines 4 through 11 in Column H (Exclude Line 11 if tax due is zero)
13. Late Payment
14. Total Tax Due

15. Interest (If paid after March 1, 2021) - See Instruction Sheet
16. Penalty (If paid after March 1, 2021) - See Instruction Sheet

Total Amount Due 17. Add Lines 12 through 16.

IV. Certifications

I DECLARE, UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT TO THE BEST OF MY KNOWLEDGE THE INFORMATION PROVIDED IN THIS RENEWAL IS TRUE, CORRECT AND COMPLETE.

18. Signature: ________________ Print Name: ________________

19. Title: ________________ Phone No.: ( ) #
area code daytime phone # ext. if any

20. Date: ________________ Email: ________________

V. Payment Information

PLEASE DO NOT REPORT TO OUR PUBLIC COUNTERS

Account #: ________________

All payments of $50,000 or more must be made electronically via Automated Clearing House (ACH) through your bank. See instruction sheet for further information.

MAKE CHECK PAYABLE TO: Office of Finance City of Los Angeles. Please write your account number on your check. Checks and money orders must be drawn on United States banks only.

Payment Type: □ Check □ Money Order □ ACH

RETURN CHECK FEE:
Please note that if a payment is rejected by the bank, a $35 fee will be assessed along with any applicable interest and penalty.

GO GREEN Sign up for paperless statements at finance.lacity.org

PLEASE MAKE A COPY FOR YOUR RECORDS BLANK 1000A
NOTE:
Tax Registration Certificates are not transferable. If your business is sold or transferred to another entity or you purchase a business, a new Tax Registration Certificate is required. If you have moved out of the City of Los Angeles, but continue to solicit or promote business activities within the City of Los Angeles for seven or more days a year, you are still required to file a business tax renewal.

**VI. Information Update**

**A.** ☐ Doing Business As (DBA) ___________________________ Effective: / / 

**B.** ☐ Mailing Address ___________________________ Effective: / / 
City: ___________ State: ________ Zip: ___________
Is this a residential address? ☐ YES ☐ NO (Check one)

**C.** ☐ Legal Name Change ___________________________ Effective: / / 
New Telephone Number: ( )

**D.** ☐ Business Address: ___________________________ Effective: / / 
City: ___________ State: ________ Zip: ___________
Is this a residential address? ☐ YES ☐ NO (Check one)

**E.** ☐ Rental Property Sold Effective: / / 

**F.** ☐ Entire Business(es) Sold or Discontinued Effective: / / 

**G.** ☐ Individual Business Activity Sold or Discontinued Effective: / / Fund/Class(es) ___________

**H.** ☐ Fiscal year reporting START – fiscal year beginning:

**VII. Vendor / Subcontractor / Commercial Tenant Listing**

The Los Angeles Municipal Code requires you to provide a list of all out-of-city vendors and subcontractors that meet the following criteria: generated total invoices/billings to your business of $500,000 or more during your last complete business year AND physically enter the city of Los Angeles seven (7) or more times a year. Provide this information below.

If you are an owner, lessor or sublessor, of office and/or commercial space in the City of Los Angeles, The Los Angeles Municipal Code requires that you provide the Office of Finance the following information regarding your commercial tenants.

<table>
<thead>
<tr>
<th>NAME</th>
<th>COMPLETE ADDRESS including SUITE NUMBER</th>
<th>PHONE NO.</th>
<th>INVOICED AMOUNT / RENTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(PLEASE USE ADDITIONAL SHEETS IF NECESSARY)

Non-financial information such as name, business address (including home-based businesses), mailing address, etc., contained in your City of Los Angeles tax and permit records, is subject to public disclosure under provisions of the California Public Records Act, Government Code Section 6250 et seq. Your residential information may also be subject to public disclosure if that location is utilized for business and/or mailing purposes.