



City of Meniffee

Start-up Checklist

Business License Division

29844 Haun Road
Meniffee, CA 92586
P: 951-723-3786
businesslicensing@cityofmeniffee.us

All applicable items must be submitted at the time of application. Items in bold are required for **ALL** Businesses. Incomplete applications may delay the processing of your submittal.

- City of Meniffee Business License Application completely filled out**
- Copy of applicant's picture ID/ Driver's License**
- SIC Code – <https://naics.com>**
- Business License Registration Fee:**

See Fee Schedule

- Proof of Fictitious Name Filing for the Business Name / DBA with the County of Riverside Clerk's Office
- Articles of Incorporation / Organization / Formation as filed with the Secretary of State
- Pawnbroker License, Solicitor's permit, Taxi permit, and Secondhand Dealer license obtained from the Perris Police Department.
- State Sales Tax ID or Sellers Permit
- ABC liquor License, Cigarette and Tobacco products retailer's License
- State Certification for Licensed Professions (Massage License, Contractor's state License, Medical License, Cosmetologist License)
- Federal ID Number
- Any Federal, State or County permits or licenses required for the business being conducted.

For Businesses located within City of Meniffee Boundaries:

- Certificate of Occupancy** (Commercial/Industrial Locations) will be required and obtained from the City of Meniffee—Building and Safety Department. Certificate of Occupancy application may not be submitted by mail. Additional fees may apply. If you have any questions regarding the Certificate of Occupancy, please contact our Building and Safety Department at 951-672-6777.
- Home Occupation Application** will be required for all home-based businesses. A property owner or authorized agent/property management will be required to sign the Home Occupations Application.