

# 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 310, Santa Cruz. 831-454-2060. [www.sccoclerk.us](http://www.sccoclerk.us)

## **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. The County of Santa Cruz does not require a business license within the unincorporated area of the county, including but not limited to the communities of Boulder Creek, Brookdale, Ben Lomond, Felton, Bonny Doon, Davenport, Live Oak, Pleasure Point, Soquel, Aptos, Seacliff, Rio Del Mar, La Selva Beach, Corralitos and Freedom.

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

## **Santa Cruz Small Business Development Center**

Cabrillo Community College  
6500 Soquel Dr., Building 2100C, Aptos, CA 95003  
Executive Director: Alexander Pedersen  
831-479-8136  
[www.santacruzsbdc.org](http://www.santacruzsbdc.org)

## **Workforce Santa Cruz County**

18 W Beach St, Watsonville, CA 95076  
(831) 763-8933  
[www.workforcesc.com](http://www.workforcesc.com)

## **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](mailto:CannabisInfo@Santacruzcounty.us) / [www.co.santa-cruz.ca.us/cannabislicensingoffice.aspx](http://www.co.santa-cruz.ca.us/cannabislicensingoffice.aspx)

## **County of Santa Cruz Business Permits:**

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

*Community Development & Infrastructure – Planning Division*

701 Ocean St, Room 400, Santa Cruz, CA 95060  
831-454-3252  
[www.sccoplanning.com](http://www.sccoplanning.com)

*Environmental Health*

701 Ocean St, Room 312, Santa Cruz, CA 95060  
831-454-2022  
[www.scceh.org](http://www.scceh.org)

The most common businesses that require special permits from County Departments are as follows:

<b>Business Type</b>	<b>County Department</b>	<b>Phone</b>	<b>Address/Room</b>
Security Company	Sheriff's Office	831-454-7603	5200 Soquel Ave. Santa Cruz, CA 95060
Food Establishments and Home-Based Cottage Food Operations	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

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

## **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 business. Zoning regulations for the unincorporated areas are obtained from County Planning Dept., at 701 Ocean Street, Room 400, Santa Cruz CA 95060.

**Day-Care Licenses:** The California Dept. of Social Services licenses and monitors family childcare homes and childcare 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  
<https://www.cclcd.ca.gov?PG411.htm>

Sellers/Resale License  
State Board of Equalization  
250 South Second Street, San Jose, CA 95113  
Phone: 408-277-1231 or 800-400-7115  
[www.boe.ca.gov](http://www.boe.ca.gov)

Contractor's License  
State Board of Contractors  
9821 Business Park Dr., Sacramento, CA 95827  
PO Box 26000, Sacramento, CA 95826  
Phone: 800-321-2752 [www.cslb.ca.gov](http://www.cslb.ca.gov)

**State Website:** The California Secretary of State website, [CalGOLD.ca.gov](http://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 Resources:**

For Small business assistance recruiting talent, workforce training, business advising, accessing capital, or doing business in Santa Cruz County, you may contact the Behind Every Employer Santa Cruz County or your local Chamber of Commerce.

Behind Every Employer Santa Cruz County  
<https://behindeveryemployer.org/santa-cruz/>

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 computer bulletin board	800-268-2678
US SBA Technical Support Line	202-205-6400		

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

CA Secretary of State  
1500 11th St, Sacramento, CA 95814  
916- 657-5448 / [www.sos.ca.gov](http://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](http://oag.ca.gov/charities)

**Tax Information:**

Internal Revenue Service – Federal  
800-829-3676 (Forms only) / 800-829-4477 (Telex tax info)

Franchise Tax Board – State  
96 North Third Street, San Jose, CA 95113  
800-338-0505 (Forms only) / 800-852-5711 (Telex tax info)

**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/Trademarks/Service Marks**

Copyright Office – Federal Copyright Office – Library of Congress 101 Independence Ave. SE Washington DC 20559-6000 877-476-0778 <a href="http://www.copyright.gov">www.copyright.gov</a>	Patent/Trademarks/Service Marks Crystal Park 2 SE 2121 Crystal Drive Arlington, VA 22202 800-786-9199 or 571-272-9950 (TTY) <a href="http://www.uspto.gov">www.uspto.gov</a>
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**Additional Resources:**

- California Codes Online (i.e. Business and Professions Code): [leginfo.legislature.ca.gov](http://leginfo.legislature.ca.gov)
- Governor's Office of Business and Economic Development: [business.ca.gov](http://business.ca.gov)
- SCORE Central Coast - [www.score.org/centralcoast](http://www.score.org/centralcoast)
- CalGold – Governor's Office of Business and Economic Development. Find appropriate permit information for your business. [www.calgold.ca.gov](http://www.calgold.ca.gov)