

**Home Occupation Permit Application**  
(Sacramento City Code Title 17.228.200)

**This application form shall be submitted with your Business Operations Tax Certificate application at Revenue Division at the New City Hall, 915 I Street, Room 1214, Sacramento, CA 95814**

Name of Applicant: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

Work Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Business Name: \_\_\_\_\_

**Business Category (check one):**

- Office for: \_\_\_\_\_
- Commission merchant, direct sales, product distribution, internet or mail order business
- Contractor, handyman, janitorial service, landscape contractor, gardening service (office)
- Dressmaker, tailor, fashion designer
- Artist
- Tutor
- Pet services, such as pet sitting, pet grooming, pet training, and veterinarian care
- Healing arts professional, including physician, surgeon, chiropractor, physical therapist, acupuncturist, and somatic practitioner
- Small equipment, appliance and computer assembly, repair or reconstruction
- Hair stylist, barber, and manicurist
- Mobile vehicle glass installation, mobile vehicle detailing
- Swimming instructor
- Other: \_\_\_\_\_

Business Description: \_\_\_\_\_

Do you have employees:  Yes  No If yes, number of employees: \_\_\_\_\_

Will clients/customers come to the home?  Yes  No If yes, please be aware that you must comply with building code requirements and Home Occupation Permit restrictions regarding the number of customers/clients at the home.

**Initial** \_\_\_\_\_ I HAVE READ THE HOME OCCUPATION PERMIT APPLICATION INFORMATION SHEET AND, IF A PERMIT IS ISSUED, WILL COMPLY WITH THE RESTRICTIONS, SPECIAL CONDITIONS, AND TERMS OF THE HOME OCCUPATION PERMIT

**Initial** \_\_\_\_\_ I UNDERSTAND THAT VIOLATION OF THESE REGULATIONS MAY RESULT IN A PENALTY BEINGS ASSESSED AND/OR REVOCATION OF THE HOME OCCUPATION PERMIT

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

APN: \_\_\_\_\_ BOT #: \_\_\_\_\_ HOP #: \_\_\_\_\_

Date entered into Accela: \_\_\_\_\_ By (Initials): \_\_\_\_\_