

**APPLICATION FOR EXEMPTION FROM BUSINESS OPERATIONS TAX**

<b>Section One: Business Information</b>	
BUSINESS NAME:	FEIN/SSN USED ON EXEMPTION DOCUMENTS
BUSINESS ADDRESS:	IS THIS A HOME ADDRESS? <input type="checkbox"/> Yes <input type="checkbox"/> No
PHONE:	EMAIL:
BUSINESS DESCRIPTION:	
<b>Section Two: Eligibility</b> <i>(See Section Five for details)</i>	
<input type="checkbox"/> General <i>(Proof of Exemption Required)</i>	<input type="checkbox"/> Charitable or Non-Profit Organization <i>(Proof of IRS or FTB Exemption Required)</i>
<input type="checkbox"/> Disabled Veteran <i>(Proof of Honorable Discharge and Disability Required)</i>	
<b>Section Three: Mailing Address and Additional Location Information</b>	
MAILING ADDRESS:	
<b>List Any Additional Locations Within City Limits:</b> <i>(Locations MUST share the same Tax Exemption from the IRS, FTB or other qualifying agency.)</i>	
BUSINESS ADDRESS:	
BUSINESS ADDRESS:	
BUSINESS ADDRESS:	
<b>Section Four: Owner or Corporate Officer Information</b>	
OWNER OR CORPORATE OFFICER NAME:	RELATIONSHIP TO THE COMPANY:
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<b>Section Five: Exemption Requirements</b>	
<b>General</b> (SCC 3.08.030(A)) <i>(Proof of Exemption Required)</i>	Business operations taxes imposed by this chapter do not apply to a person transacting and carrying on a business exempted by the constitution or statute of the United States or of the state of California from the payment of the tax prescribed.
<b>Charitable or Non-Profit Organization</b> (SCC 3.08.030(B)) <i>(Proof of IRS or FTB Exemption Required)</i>	<p>1. Business conducted by a charitable, nonprofit or eleemosynary corporation, association or organization if the net proceeds of said business are used exclusively by such corporation, association or organization for a purpose which would qualify as a charitable deduction under Section 17214 of the <a href="#">Revenue and Taxation Code</a> of the State of California if said net proceeds were received as a gift by said organization.</p> <p>2. The conduct of entertainment, concert, exhibition or lecture on scientific, historical, literary, religious or moral subject, whenever the receipts are for a religious, educational or charitable purpose.</p> <p>3. The conduct of entertainment, dance, concert, exhibition or lecture by a religious, charitable, fraternal, educational, amateur theatrical group, military, state, county or municipal organization or association, whenever the receipts are for the purpose and objects for which the organization or association is formed, and from which profit is not derived, directly or indirectly, by any individual.</p>
<b>Disabled Veteran</b> (SCC 3.08.030(C)) <i>(Proof of Honorable Discharge and Disability Required)</i>	A disabled veteran holding an honorable discharge from a branch of the military service of the United States is exempt from the payment of the business operations tax prescribed by this chapter, if such person is physically unable to earn a livelihood by other means.
<b>Permit Requirements</b> (SCC 3.08.030(D)): The exemption from payment of business operations tax granted by this section does not exempt the person conducting the business from complying with any and all other requirements of this code or city ordinances.	
<b>Section Seven: Agreement and Signature</b>	
I hereby certify under penalty of perjury that the answers I have given are true and correct to the best of my knowledge and belief, and I understand and agree that any false or misleading answer will result in denial or revocation of exemption. Further, the City is hereby authorized to seek and verify information contained in this application. I understand verification of the accuracy of the application information is a matter of public record and may be made available to interested parties upon request.	
<b>Signature:</b>	<b>Date:</b>
<b>Section Eight: City Staff Only</b>	
<b>Received By:</b>	<b>Date:</b>
<input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b>	<b>Reason for Denial:</b>  <b>Date:</b>

The completed form can be mailed or emailed to addresses indicated below.

This form is also available on the City of Sacramento Business Operations Tax web page and can be accessed here: [www.cityofsacramento.org/BOT](http://www.cityofsacramento.org/BOT)

Revenue Division | 915 I Street, Room 1201 | Sacramento, CA 95814 | 916-808-5852

[BOTC@cityofsacramento.org](mailto:BOTC@cityofsacramento.org)