

Agencies to contact for common requirements:

DBA - FICTITIOUS NAME STATEMENT

Business name which is not your own personal name.
County Clerk
555 County Center, 1st Floor, Redwood City 94063
(650) 363-4500
www.smcare.org

SELLERS PERMIT / RESALE NUMBER

Wholesalers & retailers that sell or lease tangible personal property.

State Board of Equalization

121 Spear St. #460, San Francisco 94105
(415) 356-6600 or (800) 400-7115
www.boe.ca.gov

FEDERAL TAX IDENTIFICATION NUMBER

Corporations, Partnerships, or businesses with employees.

Internal Revenue Service

450 Golden Gate Ave, San Francisco 94102
(800) 829-1040
www.irs.ustreas.gov

ALCOHOLIC BEVERAGE LICENSE

Businesses selling alcoholic beverages.

State Dept of Alcoholic Beverage Control

33 New Montgomery St #1230, San Francisco 94105
(415) 356-6500
www.abc.ca.gov

COUNTY HEALTH PERMIT

Businesses handling food products.

Environmental Health

2000 Alameda de las Pulgas #100, San Mateo 94403
(650) 372-6200
www.smchealth.org

COMMUNITY CARE LICENSE

Day Care, Residential Care businesses.

State Dept of Social Services

851 Traeger Ave, Suite 360, San Bruno 94066 **(650) 266-8800** www.cdss.ca.gov

Sources of information, help or training:

Business Library Section

San Mateo Main Library
55 W 3rd Ave, San Mateo, CA 94402
(650) 522-7815
www.cityofsanmateo.org

San Mateo Area Chamber of Commerce

1700 S El Camino Real, Ste 108, San Mateo, CA 94402
(650) 341-5679
www.sanmateoca.org

Small Business Development Center

(Consultations, workshops, seminars)
84 W. Santa Clara St, Ste 100, San Jose CA 95113
(408)494-0240
www.siliconvalley-sbdc.org/

Small Business Administration

(Workshops, publications)
455 Market St, Suite 2200, San Francisco CA 94105
(415) 744-6820
www.sbaonline.sba.gov/

Small Business Tax Education Program

Internal Revenue Service
(Seminars, workshops)
1301 Clay St., Suite 1500S, Oakland CA 94612
(510) 637-2487
www.irs.ustreas.gov

California Dept. of Consumer Affairs

Information Center
(800) 952-5210
www.dca.ca.gov