

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