

Alcoholic Beverages

If you plan to sell alcoholic beverages, you will be required to obtain an Alcohol Beverage Control License (ABC License). It generally takes from 60 to 90 days before a license application will be approved. Contact Alcohol Beverage Control, 100 Paseo de San Antonio, San Jose, CA, (408) 277-1200.

Better Business Bureau

The Better Business Bureau is available to give reliability reports on companies as well as take complaints. Contact the Bureau at (408) 278-7400, 1112 S. Bascom Ave, San Jose.

Building Remodeling

If your business location requires any alterations to the structure, interior or exterior including plumbing, mechanical, or electrical, a building permit will be required. Contact the Building Department, City Hall, at (408) 777-3228.

Business License Tax

All businesses conducting business in Cupertino must obtain a business license and pay the appropriate fees. Contact the Finance Department, City Hall, at (408) 777-3221.

Business Promotions

To assist you in promoting your business, the Chamber of Commerce offers a wide variety of services and activities. The Chamber of Commerce is interested in promoting and enhancing the business environment and economic climate of the community. They can be reached at 20455 Silverado Avenue, Cupertino, CA 95014, (408) 252-7054.

Concealed Weapons

If your business activity is related to concealed weapons, you will need to obtain a special permit. Contact the Sheriff at (408) 868-6600.

Day Care Licensing

If your business activity regards the care of children, you must obtain a license through the State of California, Community Care Licensing 2580 N. First St., Ste 300, San Jose, CA 95131, (408) 324-2148. If you provide day care for more than 8 children, including your own, you must obtain a Use Permit from the Community Development Department, City Hall, (408) 777-3308.

Economic Development

For inquiries regarding site opportunities, business assistance, and Cupertino demographics, contact the Economic Development Manager, (408) 777-3286, or you may contact California Business Investment Services, 801 K St. Ste 2100, Sacramento, CA 95814, (916) 322-0000.

Employment Development Department

If you will have employees on payroll, you will need information on employer payroll taxes. Contact the State of California, Employment Development Department, 906 Ruff Dr., San Jose, CA 95110, (888) 745-3886.

Fictitious Business Name

To register the name of your business, visit the Santa Clara County Clerk's office at the County of Santa Clara, 70 W. Hedding Street, San Jose, CA, (408) 299-5665.

Internal Revenue Service

To obtain a Federal Tax Identification Number contact the Internal Revenue Service at 1-829-1040.

Handbills and Solicitations

If you plan to advertise your business activity by distributing handbills, leaflets, or solicitations door to door, you must obtain special permits. Contact Code Enforcement, City Hall, (408) 777-3182.

Home Occupation

Business conducted from the home within Cupertino will require a zoning approval. If you are unsure about any aspect of a potential home business, contact the Community Development Department, City Hall, (408) 777-3308.

Import and Export

If your business is importing or exporting merchandise, contact **Importing** - Customs, 2065 Airport Blvd., San Jose, CA 95110, (408) 291-7388. **Exporting** - Department of Commerce, Bureau of Industry and Security, 160 W Santa Clara St, Suite 725, San Jose, CA 95113, (408) 998-8800.

Food and Other Public Facilities

If food products, a public pool, or a spa are part of your business activity, you will need to obtain permits through the County Health Department, 1555 Berger Dr. Bldg 2, 3rd Floor, San Jose, CA 95112, (408) 918-3400.

Massage Therapy

If your business consists of massage therapy, contact the Code Enforcement Department, City Hall at (408) 777-3182.

Patents

To research a patent, contact the Patent Library, 665 W. Olive Avenue, Sunnyvale, CA (408) 730-7300.

Resale Tax Number

If you are selling any type of product, you must obtain a sales tax ID number which is issued by the State Board of Equalization located at 250 S. 2nd St., San Jose, CA 95113-2706, (408) 277-1231.

Sign Approvals

The City's sign ordinance regulates the size, number, and placement of signs for nearly all types of businesses. As part of your pre-opening preparation, discuss your sign plans with the Community Development Department, City Hall, (408) 777-3308.

State Licenses

Consumer Assistance (916) 445-1254.
Architects (916) 574-7220
Auto Repair (916) 255-3145
Barber (800) 952-5210
Contractor (800) 321-2752
Cosmetology (800) 952-5210
Corporate ID (916) 657-5448
Electronic or Appliance Repair (916) 574-2069
Geologists (916) 574-7749
Shorthand Reporters (877) 327-5272
Secretary of State (916) 653-6814

Toxic Chemicals

If you will be using or storing any chemicals other than household cleaning items, contact the County Health Department, Toxic Division, 1555 Berger Dr., Bldg 2, Ste 300, San Jose, CA 95112, (408) 918-3400.

Weights and Measures

Santa Clara County Ordinance Code Sections A34-75 through A34-77 requires that the Department of Weights and Measures register, test, and certify by the County Sealer commercially used weighing and measuring devices. Register device(s) with the Department of Weights and Measures, 1553 Berger Drive, San Jose, CA 95112, (408) 918-4601.

Workers Compensation Insurance

The State of California requires employers to provide workers compensation insurance. Contact the State Compensation Insurance Fund, 6203 San Ignacio Avenue, San Jose, CA 95119, (408) 363-7600.

Zoning and Planning Approvals

To start a new business in Cupertino, you may need some form of zoning approval. Many types of retail or office operations can be opened with a simple business license approval. Other activities, because of their location or circumstances, for example, late evening hours, sale of liquor, vehicle storage, use of hazardous substances, may require formal approval by the Planning Commission or City Council prior to opening doors for business. As you prepare your "business plan" allow plenty of lead time for resolving city zoning issues. Sensitive or controversial business uses may be subject to a rigorous public review process. City representatives are available to advise you on an action plan to enhance the likelihood of approval. Contact Community Development Department, City Hall, (408) 777-3308.



City of Cupertino
10300 Torre Avenue
Cupertino, California 95014
(408) 777-3221

Business Guide

Welcome!

The Cupertino community welcomes your interest to establish your business activity in our city.