### Businesses that require Background checks

Ambulance, Beauty Salon,
Dance and Entertainment
Businesses, Fortune Teller,
Locksmith, Massage
Establishments, Peddlers
(Ice Cream Trucks/Catering
Trucks), Solicitors, and Taxi
Drivers.

Background checks usually take between 4-8 weeks and are completed by the LA County Sheriff's Department. In completing a background check, you will be contacted by the LA Sheriff's County Department either by phone or through mail. Failure to respond to the LA County Sheriff's Department will result in automatic denial of your Business License. If you do not hear from the LA Sheriff's County Department within 3 weeks of submitting an application, please contact the Rosemead Planning Division at (626) 569-2140.

# **Phone Directory**

Alcoholic Beverage Control (626) 256-3241

California Board of Equalization (626) 480-7200

California Department of Consumer Affairs (800) 952-5210

California Massage Therapy Council (916) 669-5336

California Board of Barbering and Cosmetology (800) 952-5210

Fictitious Business Name (562) 462-2177

Franchise Tax Board (800) 852-5711

Internal Revenue Service (800) 829- 1040

L.A. County Health Department (626) 813-3346

Rosemead Planning Division (Business License) (626) 569-2140

CalGOLD http://www.calgold.ca.gov/

(Provides permitting information to Businesses and Public)

Starting a New Business in the City of Rosemead



A Guide to the City of Rosemead's Requirements for New Business

> City of Rosemead 8838 E. Valley Blvd. Rosemead, CA 91770

Phone: (626) 569-2100 Fax: (626) 307-9218 www.cityofrosemead.org

## The City of Rosemead Welcomes You!!!

Thank you for choosing the City of Rosemead as a place in which to establish your business community, so you can benefit from the market potential Rosemead has to offer.

There are several steps to starting a business in the City of Rosemead. The steps may vary according to the type of business you intend to start.

This guide will provide you with information about starting and conducting a business in the City of Rosemead and serves as a directory of telephone numbers that can provide assistance to new business owners.

#### <u>Step 1</u>:

Determine the business location and obtain the required permits.

Selecting the right location for your business is crucial to its success. Every business in the City of Rosemead requires a Business License. The City of Rosemead has specific zonina requirements different types of businesses. Prior to entering into a lease agreement or purchasing a piece of property, it is recommended that you check with the Planning Division to determine if the type of business you wish to operate is permitted within the zoning district where it is located. If your business is not permitted within the zoning district, the Planning Division can advise you of the proper zoning district(s) for your business.

When the location has been decided and the zoning has been cleared and signed off, you are ready to submit a Business License application.

Some Business Licenses may require background investigations that may take between 4-8 weeks. For a list of businesses that require background checks, please refer to the back of this brochure.

#### Step 2:

Obtain any permits or licenses required by the County, State, or Federal Government agencies for your business type.

County, State, and Federal Government agencies have additional requirements for specific businesses. Please contact these agencies directly in order to determine whether your business requires additional permits.