



# About Your **Murrieta** Business License

the future of southern california

1. Your **license is good for 1 year** from the date of purchase and will expire the same date every year.
2. We send **up to 3 courtesy renewals** by mail and occasionally email. If you have issues receiving mail or email: do not wait for a renewal form or email reminder, you may come in to renew or contact us to get a renewal emailed to you.
3. It is the business owners responsibility to **renew the license before the expiration date**.
4. If the license is not renewed, **penalties** accumulate the 1st of the following month and will continue each month there after.
5. Businesses listed under categories I-II may **renew online with a pin number** found at the bottom of the renewal form or provided by email.
6. The business name, owner name(s), location/ mailing address, license number, and expiration date, will be **printed on your license**.
7. Each license is **valid for one location**; additional locations require an additional license.
8. **Local businesses** including home based are required to keep the license current.
9. **Outside businesses** may make the license inactive if no longer conducting business in our City and reactivate/reinstate when you need to conduct business again.
10. You will be asked for your **license number** when you come in contact with us. Please be prepared to provide this number.
11. Your license **should be posted** in a conspicuous place. Mobile businesses should carry the license and be ready to show it if asked.
12. Any **changes** to the business name, location/ mailing address, owners, etc., contact a business license representative.
13. **Business name on vehicles** (wraps, magnets, etc) are considered "mobile advertising". Each vehicle with advertising requires a \$10 vehicle tag, valid for 1 year, and will expire the same date the license expires.
14. Your license **remains ACTIVE and open until you CLOSE IT OUT**. Fees continue to accrue until your license is closed.

*For More Information, Speak To A Business License Representative*

*[businesslicense@murrieta.org](mailto:businesslicense@murrieta.org)*