



# Renewal Worksheet

(Use for check payments only)

<b>License Account #</b>	
<b>Business Name</b>	

License to be renewed on or before the license expiration date and can be renewed up to 90 days prior.

Keep your business information updated by logging into your license account portal and updating your information.

<https://bl.murrietaca.gov/hdlweb/Update/Update1/BusinessLicense>

Complete this worksheet and include it with your check payment.

<b>Step 1</b>	Complete this worksheet.
<b>Step 2</b>	Total fees below.
<b>Step 3</b>	Print this completed worksheet.
<b>Step 4</b>	Mail completed worksheet with your check payment.

Provide annual gross receipt amount if business type is not a flat rate and is under Categories I-IV.

<b>Annual Gross Receipt Amount</b>	\$
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View Fee Schedule <https://www.murrietaca.gov/DocumentCenter/View/154/Business-License-Fees-PDF> to determine the base fee and category by business type (your business type can be found on the license certificate).

Base Fee	AB1379 Fee	\$10 per Vehicle with Advertising	Penalty/Interest	*Total
\$	\$4.00	Qty _____ x \$10.00 \$_____	\$	= \$

Add Penalty amount when renewing 30 days after the expiration date: penalty of 25% of the license fee, plus 1.5% interest of the license fee per month.

\*Our system can calculate the fees for you by clicking on the renewal link below, follow the renewal prompts, print the Fee Summary, and mail it in with your check payment. Calculations are based on annual gross, category, applicable late fees and number of vehicles with advertising.

<https://bl.murrietaca.gov/hdlweb/Renew/Renew1/BusinessLicense>

**Make checks payable to City of Murrieta  
Mail to 1 Town Square, Murrieta, CA 92562**

Signature \_\_\_\_\_ Date \_\_\_\_\_