



BUSINESS SUPPORT CENTER  
8839 N CEDAR AVE #212  
FRESNO, CA 93720-1832

Re: City of Sausalito Business License Tax

Dear Business Owner,

On November 6, 2018, The City of Sausalito passed a new ordinance, Measure M (Business License Tax Equity Measure). Measure M has been placed to reduce the number of business categories from 22 to 4 and imposes a minimum tax of \$125 plus a \$4 per year State mandated fee per business with a BLT (business license tax) based on a percentage of gross receipts. These new rates will go into effect for existing businesses on January 1, 2020.

**Category 1** – General retail, wholesale, restaurant, hotels, tour operators and manufacturing (\$1.00 per thousand of gross receipts, \$125.00 minimum annual tax)

**Category 2** – Rental units (commercial and residential) (\$2.00 per thousand of gross receipts, \$125.00 minimum annual tax)

**Category 3** – Service and professionals (\$3.00 per thousand of gross receipts, \$125.00 minimum annual tax)

**Category 4** – Contractors (\$2.00 per thousand of gross receipts, \$125.00 minimum annual tax)

The City of Sausalito business license renewals are due no later than January 31st 2020 based upon the businesses gross receipts for the period of January 2019 through December 2019. Your account has automatically been placed into one of the new categories based on the business description. If you feel your business has been placed under the wrong category, please contact the Business Support Center at (415) 762-0576 from 8am to 5pm PST.

#### **Customer Support**

For assistance with renewing your business tax, or general questions, you may contact the HdL support center by email at [Support@HdLgov.com](mailto:Support@HdLgov.com) or by phone at (415) 762-0576.

#### **Filing Your Renewal Online**

To file online please visit the business tax support website at <https://sausalito.hdlgov.com> and select the “Start Now” button to begin. At the main menu, select “Renew” to file your renewal. Payments can be made by electronic check or by credit card.

#### **Filing Your Renewal by Mail**

For your convenience, your renewal form has been included with this letter. Mail your completed business tax renewal and payments to the address below. Please make checks payable to the City of Sausalito.

Please remit your return form and payment to:

City of Sausalito  
Business Support Center  
8839 N Cedar Ave #212  
Fresno, CA 93720

Thank you for being part of the City of Sausalito business community.

Best Regards,

City of Sausalito