



City of Laguna Niguel
Community Development Department
30111 Crown Valley Parkway
Laguna Niguel, CA 92677
949-362-4300
www.cityoflaguneniguel.org

BUSINESS INFORMATION & IMPORTANT PHONE NUMBERS - FORM 211

Fictitious Business Name: Any person or entity carrying on a trade or business under a name, which does not include the owner's last name and portray the nature of the business must file a Fictitious Business Name ("d.b.a." "Doing Business As") statement.

County of Orange

County Clerk-Recorder
Fictitious Business Filing Division
County Administration South Building
601 N. Ross Street
Santa Ana, CA 92701
714-834-2500
www.ocrecorder.com

Health Permit: Businesses preparing and selling food must have building plans and equipment approved, and pass a facility inspection, prior to commencing business.

County of Orange

Environmental Health Division
Food Program
1241 E. Dyer Rd., Ste. 120
Santa Ana, CA 92705
714-433-6000
www.ocfoodinfo.com

Alcoholic Beverage License: Any person or entity seeking to sell alcoholic beverages must be licensed. Apply for the license in person at county District Office and allow a minimum of 55 to 65 days to process the application. The law precludes issuance in less than 30 days.

Orange County ABC District Office

2 MacArthur Place, Ste. 200
Santa Ana, CA 92707
657-205-3533
www.abc.ca.gov
SantaAna.abc.ca.gov

Corporation, Company or Partnership Filings: If you are considering becoming a corporation, (either stock or nonprofit), a limited liability company or a partnership (limited, limited liability, or general), you must file with the Secretary of State's Office.

Secretary of State

Business Programs Division
1500 11th Street
Sacramento, CA 95814
916-657-5448
www.sos.ca.gov

Sales & Use Permit (Seller's Permit & Resale): All business selling or leasing tangible property must obtain a Seller's Permit.

State Board of Equalization

Sales/Use Tax Division
Irvine District Office: 949-440-3473
16715 Von Karmon Ave, Ste 200
Irvine, CA 92606
949-440-3473
www.boe.gov

If you are looking for information on your Seller's Permit, Sales and Use Tax, or Business Taxes please contact the **California Department of Tax and Fee Administration** at 1-800-400-7115.

Employer Identification Number (EIN or SSN): Employers with employees, business partnerships, and corporations, must obtain an Employer Identification Number from the I.R.S. Businesses can obtain appropriate Federal income tax forms from this location.

US Department of Treasury

Internal Revenue Service
801 W. Civic Center Drive
Santa Ana, CA 92701
800-829-1040
www.irs.gov

Massage Therapy: Requires a license from the Orange County Sheriff's Department. Certain City and County standards must be met in order to secure a license.
Contact: Bridgette Cuevas
714-647-1868
bcuevas@ocsd.org
Orange County Sheriff's Department
www.ocsd.org

Orange County Clerk-Recorder

Laguna Hills Civic Center
24031 El Toro Road, Suite 150
Laguna Hills, CA 92653
714-834-2500
www.ocrecorder.com

For additional assistance, contact:

Governor's Office of Business and Economic

Development: This website assists you in finding appropriate permit information for your business. It also provides contact information for the various agencies that administer & issue these permits.

www.calgold.ca.gov

BUSINESS MADE EASY