



CITY OF SANTA BARBARA

PERMIT APPLICATION:

Tobacco Retailer

Complete electronically and remit to AccountsReceivable@SantaBarbaraCA.gov

With a copy of your CA State License. All red fields must be completed.

Account Number:

Expiration Date:

General Instructions:

It is unlawful for any person to act as a tobacco retailer without first obtaining and maintaining a valid tobacco retailer license pursuant to this chapter (9.21) for each location at which that activity is to occur.

Requirements:

- Obtain California State Retailers License <https://onlineservices.cdtfa.ca.gov/>
- Pay the City of Santa Barbara Business Tax Requirement <https://santabarbara.bizlicenseonline.com/>
- Submit and Pay the City of Santa Barbara Annual Permit Fee: **\$50.00**

Complete one application per store or location. The business location must be a fixed location within the City of Santa Barbara. The local Tobacco Retailer License is valid for one calendar year, from January 1 through December 31 of each year. Renew by January 31 of each year to avoid penalties.

Each tobacco retailer licensee shall prominently display the tobacco retailer license at each location where tobacco retailing occurs.

Business Information:

Business Name:	Business Ownership:
Point of Contact Name:	Title:
Business Phone:	Email:
Business Location (Street, City, State, Zip):	
Mailing Address (Street, City, State, Zip):	
CA State Retailer License Number:	SSN or FEIN:
If Leasing premises, give the name and address of the owner of said premises:	
Owner Name:	Owner Address:

I understand that I, or my employees, may not sell, give away, or in any way furnish any tobacco, cigarette, or cigarette papers or other preparation of tobacco or instrument that is designed for the smoking or ingestion of tobacco or tobacco products to any person who is under the age of 21.

I have read the above information and I certify, under penalty of perjury, that the foregoing is true and correct.

Signature

Date

Print Name and Title

Return completed application form(s) and payment to:

Make check Payable to *City of Santa Barbara*

City of Santa Barbara

Accounts Receivable

P.O. Box 1990

Santa Barbara, CA 93102

Tobacco Retailer License Regulations and Requirements

It is unlawful for any person to act as a tobacco retailer without first obtaining and maintaining a valid tobacco retailer license pursuant to this chapter [\(9.21\)](#) for each location at which that activity is to occur.

Any person who is selling tobacco products as of the effective date of this chapter shall obtain a tobacco retailer license within **30 days** of the effective date of this chapter.

A tobacco retailer license shall be valid for a term of one year, commencing on January 1 and ending on December 31 of each year. [\(9.21.080\)](#)

No tobacco retailer license may be issued to authorize tobacco retailing at a location other than a fixed location. [\(9.21.040\)](#)

Tobacco retailer licenses are valid for one year and each tobacco retailer shall apply for renewal of the tobacco retailer license prior to its expiration. [\(9.21.040\)](#)

The receipt of a tobacco retailer license does not exempt any business that is subject to the smoke-free work place provisions within the Santa Barbara Municipal Code and [Labor Code](#) Section 6404.5. [\(9.21.040\)](#)

Each tobacco retailer licensee shall prominently display the tobacco retailer license at each location where tobacco retailing occurs. [\(9.21.070\)](#)

A tobacco retailer license is nontransferable. In the event a person to whom a tobacco retailer license has been issued changes business location or sells the business referenced in that person's tobacco retailer license, that person must apply for a new tobacco retailer license prior to acting as a tobacco retailer at the new location. [\(9.21.090\)](#)

The issuance of the tobacco retail license can be denied if the application is incomplete or inaccurate; or the application seeks authorization for tobacco retailing by a person or at a location for which a suspension is in effect pursuant to section [\(9.21.100\)](#) of the Santa Barbara municipal code.

Any violation of the provisions of this chapter by any person may be either an infraction or a misdemeanor. Any violation of the provisions of this chapter by any person is also subject to administrative fines as provided in Chapter [1.25](#). [\(9.21.110\)](#)

Tobacco Retailer License Application Fee <i>Fee determined based on number of months operating in the first year.</i>	
January 1 – December 31 (annual)	\$30.00
April 1 – December 31 (3 quarters)	\$23.00
July 1 – December 31 (2 quarters)	\$15.00
October 1 – December 31 (1 quarter)	\$8.00