

Welcome to the City of Rosemead!

Thank you for choosing the City of Rosemead as a place in which to establish your business community. Here you can benefit from the market potential Rosemead has to offer.

There are several steps to starting a business in the City of Rosemead. The steps may vary according to the type of business you intend to start.

This guide will provide you with information about starting and conducting a business in the City of Rosemead and serves as a directory of telephone numbers that can provide assistance to new business owners.

Phone Directory

Rosemead City Manager's Office
(Business License)
(626) 569-2105

Rosemead Planning Division
(Zoning Regulations and Permits)
(626) 569-2140

Alcoholic Beverage Control
(626) 256-3241

CA Board of Equalization
(Resale/Seller Permit)
(626) 480-7200

CA Department of Consumer Affairs
(State Professional Licenses)
(800) 952-5210

CA Massage Therapy Council
(916) 669-5336

CA Regional Water Quality Control Board
(Stormwater Permit)
(213) 576-6600

CA Secretary of State
(Statement of Information)
(916) 653-6814

Fictitious Business Name
(562) 462-2177

Franchise Tax Board
(800) 852-5711

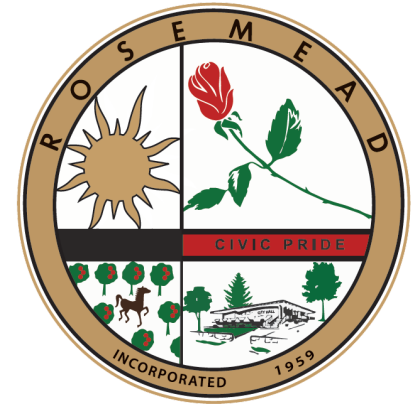
Internal Revenue Service
(800) 829-1040

LA County Fire Department
(626) 336-6950

LA County Public Health Department
(626) 813-3346


CalGOLD
(General Permitting Information)
<https://www.calgold.ca.gov/>

Starting a New Business in the City of Rosemead



A Guide to the City of Rosemead's Requirements for New Businesses

 8838 East Valley Boulevard
Rosemead, CA 91770

 (626) 569-2100

 www.cityofrosemead.org

Step 1:

Determine the business location and obtain the required permits.

Selecting the right location for your business is crucial to its success. Every business in the City of Rosemead is required to have a Business License or a Business Registration, depending on the business classification.

The City of Rosemead has specific zoning requirements for different types of businesses. Prior to entering into a lease agreement or purchasing a piece of property, it is recommended that you check with the Planning Division to determine if the type of business you wish to operate is permitted within the zoning district where it is located. If your business is not permitted within the zoning district, the Planning Division can advise you of the proper zoning district(s) for your business.

When the location has been decided and the zoning has been cleared and signed off, you are ready to submit an application.

Step 2:

Complete and submit your Business License or Business Registry application.

The City of Rosemead provides two types of business certificates: Business License and Business Registration. The type of application and documentation you will be required to submit will depend on the type of services your business will provide.

Certain business classifications, like hair salons and offices, fall under the City's no cost Business Registry Program. These businesses are still required to comply with the City's rules and regulations for zoning and permits.

When you are ready to submit your application, contact the City Manager's Office to ensure you have all the required documents and pay any applicable fees.

For a complete listing of business classifications that are part of the Business License and Business Registry programs, or to apply, please visit the City's website at www.cityofrosemead.org.

Step 3:

Pay the fee and receive your business certificate.

For business classifications that fall under the Business License Program, when all required documents have been submitted and verified, the applicable business license fees can be paid in person at City Hall, or through our online web portal. Upon receiving payment and provided all processing is complete, the Business License Certificate will be issued.

Businesses classifications that fall under the Business Registry Program are not required to pay a fee. Provided that the application and required documents are complete, the Business Registration Certificate will be issued upon processing.

All issued certificates must be renewed annually from the issued date, along with a renewal fee applicable only to business license certificates.

***Thank you for doing
business in the
City of Rosemead!
We wish you continued
success!***

