

Office of the Treasurer & Tax Collector



City and County of San Francisco
City Hall, Room 140
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

JOSÉ CISNEROS
Treasurer

GEORGE PUTRIS
Tax Administrator

TEMPORARY BUSINESS REGISTRATION CERTIFICATE

Certificate No. 123456 Issue date: 6/12/09
Expiration date: 7/12/09

This Temporary Business Registration Certificate applies to the business listed below. Its use is limited as specified and is valid only on the date authorized. Any other usage not described below is unauthorized. Each business and location requires a separate certificate. If this form is altered, damaged or changed in any way, it is void.

OWNERSHIP: _____

DBA: _____

SITUS: _____

MAILING ADDRESS: _____

USAGE: Building permit ~~SI~~ City contract
 Obtain a parking permit
 Other: _____

TAXPAYER'S SIGNATURE: _____

GEORGE PUTRIS
Tax Administrator

SAMPLE ONLY

Issued By: _____

For questions concerning your account, please contact Senior Collection Officer _____ at (415) _____. For general questions, please contact our Taxpayer Assistance Section at (415) _____ e-mail us at Treasurer.taxcollector@sfgov.org or check out our website at www.sfgov.org/tax

INTERNAL USE ONLY
Checked: BTS TBAX TLA CUBS IACCTCMT

This form is provided by the provisions of Part 11 of the San Francisco Municipal Code, Revenue and Finance, Business Regulation.

To Obtain a San Francisco Tax Registration Certificate

1. Go to San Francisco City Hall, 400 Van Ness.
2. Proceed to **Tax Collector's Office, Room 140** for "New Accounts" and **Room 110** for "Delinquent Accounts."
3. Once payment is made, request a copy of a **"Temporary Business Tax Certificate."**

Note: Tax Collector's Office only accepts cash or check as a form of payment.