## Business Resources

### City of Escondido Departments

* [www.escondido.org](http://www.escondido.org)

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone Number</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building (Tenant Improvements)</td>
<td>760-839-4647</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
<tr>
<td>Business License</td>
<td>760-839-4659</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
<tr>
<td>Code Compliance</td>
<td>760-839-4650</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
<tr>
<td>Economic Development</td>
<td>760-839-4587</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
<tr>
<td>Fire Department</td>
<td>760-839-5400</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
<tr>
<td>Planning (Signs, Zoning)</td>
<td>760-839-4671</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
<tr>
<td>Police Department (Massage, 2nd Hand, Tobacco, Firearm)</td>
<td>760-839-4722</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
<tr>
<td>Utilities/ Environmental Department</td>
<td>760-839-6290</td>
<td>141 E Carmel St San Marcos, CA 92078</td>
</tr>
</tbody>
</table>

### County Departments

**Assessor– Recorder– County Clerk**

* [https://arcc.sdcounty.ca.gov/](https://arcc.sdcounty.ca.gov/)

Fictitious Business Name Filing: Doing Business As (DBA) a different name other than your own.

**Department of Environmental Health and Quality**

* [https://www.sandiegocounty.gov/deh/fhd/](https://www.sandiegocounty.gov/deh/fhd/)

Health Permit: Obtain a Health Permit for food handling purposes from the County of San Diego, Department of Environmental Health and Quality.

### State Departments

<table>
<thead>
<tr>
<th>Department</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Alcoholic Beverage Control</td>
<td>760-471-4237</td>
<td>570 Rancheros Drive, Suite 240 San Marcos, CA 92069</td>
</tr>
<tr>
<td>Board of Barbering and Cosmetology</td>
<td>800-952-5210</td>
<td>16855 West Bernado Drive, Suite 112 San Diego, CA 92127</td>
</tr>
<tr>
<td>Bureau of Automotive Repair</td>
<td>858-716-1025</td>
<td>15015 Avenue of Science San Diego, CA 92128</td>
</tr>
<tr>
<td>California Department of Tax and Fee Administration</td>
<td>858-385-4700</td>
<td>15015 Avenue of Science San Diego, CA 92128</td>
</tr>
<tr>
<td>Seller’s Permit*</td>
<td>800-321-2752</td>
<td>9246 Lightwave Ave, Suite 130 San Diego, CA 92123</td>
</tr>
<tr>
<td>California State Contractor’s Licensing Division</td>
<td>800-777-0133</td>
<td>9246 Lightwave Ave, Suite 130 San Diego, CA 92123</td>
</tr>
<tr>
<td>Department of Motor Vehicles</td>
<td>800-631-6150</td>
<td>10636 Scripps Summit Court San Diego, CA 92131</td>
</tr>
<tr>
<td>Employment Development Development</td>
<td>888-745-3886</td>
<td>10636 Scripps Summit Court San Diego, CA 92131</td>
</tr>
</tbody>
</table>

### Federal Departments

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<tr>
<th>Department</th>
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<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>IRS– San Diego</td>
<td>619-321-5950</td>
<td>880 Front Street San Diego, CA 92101</td>
</tr>
</tbody>
</table>

Internal Revenue Service (FEIN/EIN)*

*Sole Proprietor can alternatively use their Social Security Number.

For a full Business Resource Guide: Scan the QR code or visit [www.escondido.org/business-license-information](http://www.escondido.org/business-license-information)
Steps To Apply, Renew, and Print A Business License

Submit completed applications and supplemental forms, online at http://ols.escondido.org or scan the QR code below.

To Apply for a Business License:
1. Select “Apply or Renew a Business License”.
2. Create an account.
3. Log in to your account.
4. Select “Apply” and proceed with filling out the application based on your business type.
5. Once you reach the “Certification” page, click “Submit”.
6. On the “Permit/License Created” page, select “Pay Fees”.
7. Select payment type; Credit card, Check or Google pay and follow prompts to submit payment.

To print or view a business license, scroll to the bottom of the page and select “Print License”.*
*Note: Licenses must be active and approved for this function to appear.

To Renew a Business License:
1. Select “Apply or Renew a Business License”.
2. Select “Renew a Business License”.
3. Select “Existing Permits/Licenses/projects”.
4. Enter renewal code in search box (renewal code is located at the top and bottom of the renewal notice).
5. Select license you wish to view.
6. Click on the “Renew” button under Action and proceed with your renewal.
7. Once you reach the “Certification” page, click “Renew”.
8. On the “License Renewal Submittal” Page, select “Pay Fees”.
9. Select payment type; Credit card, Check or Google pay and follow prompts to submit payment.

To print or view a business license, scroll to the bottom of the page and select “Print License”.*
*Note: Licenses must be active and approved for this function to appear.

To Print Your License - Check Here 5-10 Business Days AFTER Payment to Print Your Active License:
1. Select “Apply or Renew a Business License”.
2. Select “Renew A Business License”.
3. Select “Existing Permits/Licenses/projects”.
4. Enter renewal code in search box (renewal code is located at the top and bottom on the renewal notice).
5. Select license you wish to view.
6. Select “View Permit/License/Project Info”.
To print or view a business license, scroll to the bottom of the page and select “Print License”.*
*Note: Licenses must be active and approved for this function to appear.

Find your NAICS and SIC code by visiting the links below:
North American Industry Classification System (NAICS) and Standard Industry Classification (SIC)

Apply/Renew/Print A Business License
ols.escondido.org

Subscribe to the Monthly
Escondido Business Insight Newsletter

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### QR Codes

- [QR Code for OLS Escondido](#)
- [QR Code for Business License](#)