

IS YOUR INSPECTION PACKET COMPLETE?

Use the checklist below to make sure your Business License Inspection Packet is complete *before you turn it in*. Incomplete applications will not be accepted.

- Application for Business License Inspection (multi-copy form)
- LA Co. Fire Dept. Hazardous Materials Questionnaire
- LA Co. Fire Dept. Statement of Intended Use
- Outline of Operation, preferably on company letterhead (see example: Big Ben Furniture Co.)
- Site Plan/Plot Plan (see example: Big Ben Furniture Co.)
- Business Occupancy Inspection Fee (\$150 or \$300)
Checks payable to City of Commerce

NOTE: Outline of Operation and Site Plan/Plot Plan should be on separate sheets of 8 ½ x 11 paper. Site Plan/Plot Plan does not have to drawn to scale.