

# THE CITY OF UPLAND

**Business License Division** 

#### HOW TO APPLY FOR A CITY OF UPLAND BUSINESS LICENSE



### Where to Begin Zoning Clearance

- By Phone (909) 931-4130
- •City Hall 460 N Euclid Ave Upland CA 91786
- •Hours Monday Thursday (Closed Fridays) 8:00 am - 5:00 pm
- •To apply online please visit: https://www.uplandca.gov/zoning .clearance



# **Apply** Online

- The City of Upland is now accepting business license applications online.
- You can now apply for a business license from the comfort of your home or office at a time that is most convenient for you.

To apply online please visit:

https://upland.hdlgov.com/



## Apply By Mail

- Please contact a customer service representative at (909) 348-0460 to request an application be sent by mail.
- You can also download an application at:

https://upland.hdlgov.com/

• Mail your completed forms to:

The City Of Upland Business Support Center 8839 N. Cedar Ave #212 Fresno, CA 93720-1832

All new businesses must complete and submit a Zoning Clearance Application. The purpose of a Zoning Clearance is to confirm that the proposed business/ land use is allowed by the Upland Municipal Code or applicable zoning document at the proposed location. **NOTE:** No payment will be required until your application has been reviewed and accepted. You will receive an email or telephone call verifying the receipt of application. After the business taxes are paid a business license account number will be issued. A certificate will be mailed or e-mailed to you once the process is completed. Upon receipt of your license

certificate, the City Of Upland Municipal Code requires it be posted in a conspicuous place at your place of business.