



501 Poli Street, Rm. 107, Ventura CA 93001
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 (805) 658-4715
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BUSINESS TAX OFFICE

For businesses classified as retail or wholesale, use this worksheet to calculate the percentage you may deduct from your business tax. If you require assistance completing this form, please contact the Business Tax Office.

BUSINESS BASED INSIDE VENTURA WITH OUTSIDE SALES

If any of the activities specified below are conducted outside of the City of Ventura, you may claim a deduction from your tax calculation if verification is submitted to the Business Tax Office. **Apportionment will not be permitted without evidence supporting the claim.**

Circle those that apply and record the percent deduction on the line provided. The sum of A through D should be entered onto line G below.

- A _____ 30% - a location outside of the City where the sale is negotiated or solicited by the business through the physical presence of the owner, employees, or agents.
- B _____ 20% - a storage/warehouse facility outside of the City, where merchandise is stored immediately prior to shipment.
- C _____ 5% - a facility outside of the City where billing and/or collection is performed.
- D _____ 5% - a location outside of the City which gives the order for, or arranges for, shipment.

Please list the address of the qualifying location(s) outside the City of Ventura. Indicate which letter above corresponds to each address.

BUSINESS BASED OUTSIDE VENTURA WITH ONLY DELIVERY ACTIVITIES IN VENTURA

- E _____ 35% - delivery is made by vehicles operated by the business. A 35% deduction of the tax amount based on gross receipts from all sales to customers located in the city is permitted.
- OR**
- F _____ 30% - delivery is made by a delivery service (vehicles not operated by the business). A 30% deduction of the tax amount based on gross receipts from all sales to customers located in the city is permitted.

TOTAL APPORTIONMENT PERCENTAGE DEDUCTION

G Total Apportionment Percentage to be used on renewal form = _____%
 (Lines A through D; **OR** Line E; **OR** Line F)

I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct, that I am authorized to make such statements on behalf of this business, and understand that to claim apportionment evidence must be submitted which is subject to verification.

Signature _____ Print Name _____ Date _____ Phone No. _____

In Compliance with the Americans with Disabilities Act, this information is available in alternate formats by contacting the Business Tax Office at (805) 658-4715, or through the California Relay Service.