

San Diego Police Department  
1400 E Street San Diego, CA 92101  
(619) 531-2422  
**POLICE PERMIT RENEWAL APPLICATION**

Permit Type: TOBACCO RETAILER

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Permit No: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

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**Incomplete applications will not be accepted.**

An applicant that is a corporation or partnership shall designate one of its officers or general partners to act as its responsible managing officer. The responsible managing officer may complete and sign all applications on behalf of the corporate officers and partners.

**Please check type of ownership and provide current verification of filing**

- |  |  |
|--|--|
| <input type="checkbox"/> Sole Owner                          | <input type="checkbox"/> Husband & Wife Co-Partnership   |
| <input type="checkbox"/> Corporation                         | <input type="checkbox"/> Limited Liability Company (LLC) |
| <input type="checkbox"/> Limited Liability Partnership (LLP) | <input type="checkbox"/> Limited partnership (LP)        |
| <input type="checkbox"/> Registered Domestic Partnership     | <input type="checkbox"/> Other (describe) _____          |
| <input type="checkbox"/> Partnership                         |  |

Applicant's

Full Name: \_\_\_\_\_

First                      Middle                      Last                      Title

Other Names Ever Used: (Maiden, Alias, etc.) \_\_\_\_\_

Eyes \_\_\_\_\_ Hair \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Race \_\_\_\_\_ Sex \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Driver's License / ID No. \_\_\_\_\_ State \_\_\_\_\_ Social Security \_\_\_\_\_

Residential Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Res. Ph. ( ) \_\_\_\_\_ Bus. Ph. ( ) \_\_\_\_\_ Cell Ph. ( ) \_\_\_\_\_

**YOU MUST SUBMIT CURRENT *COPIES* OF THE FOLLOWING ITEMS WITH THIS RENEWAL APPLICATION IF APPLICABLE:**

- BUSINESS ADDENDUM**
- TOBACCO RETAILER DECLARATION**
- IDENTIFICATION**
- RETAILER'S STATE CIGARETTE & TOBACCO PRODUCTS LICENSE 1 (800) 400-7115**
- ALL REGISTERED FICTITIOUS BUSINESS NAMES USED (619) 237-0502**
- ALL BUSINESS TAX CERTIFICATES (619) 615-1500**
- ALCOHOL BEVERAGE CONTROL (ABC) LICENSE (619) 525-4064**
- LEASE OR RENTAL AGREEMENT (for retail business property)**

Information regarding *licenses* required under the "Cigarette and Tobacco Products Licensing Act of 2003," including, but not limited to, **copies** of applications for *licenses, licenses* issued, and **any documentation regarding the reasons for the denial of such license.**

- |   |  |
|---|--|
| <u>Retailer's Cigarette and Tobacco Products License</u>    | Denied: <input type="checkbox"/> YES <input type="checkbox"/> NO |
| <u>Distributor's Cigarette and Tobacco Products License</u> | Denied: <input type="checkbox"/> YES <input type="checkbox"/> NO |
| <u>Wholesaler's Cigarette and Tobacco Products License</u>  | Denied: <input type="checkbox"/> YES <input type="checkbox"/> NO |
| <u>Cigarette Manufacturers/Importers License</u>            | Denied: <input type="checkbox"/> YES <input type="checkbox"/> NO |
| <u>Tobacco Products Manufacturer/Importers License</u>      | Denied: <input type="checkbox"/> YES <input type="checkbox"/> NO |

- List any license or permit applicant has ever issued by any agency or board, or any city, county, state or federal agency suspended or revoked, or has had any professional or vocational *license* or *permit* suspended or revoked within five years immediately preceding the application, and reason for suspension or revocation.

IF NONE, INITIAL HERE \_\_\_\_\_

Type of License	License No.	Dates Held	City	State
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Agency ( ) Denial ( ) Suspended ( ) Revoked Reason:

Type of License	License No.	Dates Held	City	State
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Agency ( ) Denial ( ) Suspended ( ) Revoked Reason:

List ALL criminal *convictions*, including those dismissed pursuant to Penal Code section 1203.4, except traffic infractions, including convictions for PC 415 in satisfaction of, or as a substitute for, an original charge of any tobacco control law. IF NONE, INITIAL HERE \_\_\_\_\_

<u>DATE</u>	<u>CHARGE</u>	<u>INVESTIGATING AGENCY</u>	<u>LOCATION</u>	<u>DISPOSITION</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**REGULATORY PERMIT FEE \$108.00**

Please make check, money order or cashier's checks payable to City Treasurer. Third party, out of state checks and credit cards are not accepted.

**APPLICANTS:**

The right of reasonable inspection shall be a condition for issuance of a police permit. If a permit is issued, representatives of the police department shall have access to the business premises during normal business hours, which may include entry into the non-public portion of the business.

It is the responsibility of the permit holder to renew the permit no later than ten (10) calendar days after the expiration date on the permit. Failure to renew on time will result in penalty fee of \$25.00 plus 10% of the regulatory fee. If a renewal is not completed with all fees and penalties paid within thirty (30) days after the permit expiration date, the permit expires and business operations, occupations, or activities allowed by the permit must cease. A permittee must then begin the application process as a new applicant (Section 33.0308 of the San Diego Municipal Code).

I declare under penalty of perjury that the statements made on this application, including accompanying documents, are true, complete and correct to the best of my knowledge and belief. I understand that any false statements or information are grounds for denial of this application or loss of licensure and that I may be subject to prosecution per section 11.0401(b) of the San Diego Municipal Code.

I am aware that I am responsible for being familiar with and complying with the rules and regulations related to the police regulated business for which I am applying. The granting of a police permit does not relieve me from obtaining all appropriate permits or approvals required by The City of San Diego, state or federal law. The granting of a police permit does not relieve me from my obligation to comply with all applicable local, state, and federal laws, including those related to building, zoning, and fire, and other public safety regulations. The granting of a police permit does not vest any development rights in the property or business.

In the event of a change of ownership, a new application must be submitted and approved before a *permit* is issued in the name of the new owner. Thirty calendar days after the sale or transfer of any interest to any *person*, the permit shall be null and void, and all police-regulated activity must cease until a new *permit* is issued to the new owner.

Please be advised the information you provide on your application may be subject to public disclosure per the California Public Records Act.

There is a (30) day investigation period which starts at the time your COMPLETE application is submitted. A criminal records check will be made on each applicant.

DATE \_\_\_\_\_ APPLICANT'S SIGNATURE \_\_\_\_\_

APPLICATION ACCEPTED BY \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED [ ] DISAPPROVED [ ]

REASON \_\_\_\_\_

BY \_\_\_\_\_ DATE \_\_\_\_\_



**SAN DIEGO POLICE DEPARTMENT – VICE PERMITS AND LICENSING**  
1400 E Street San Diego, CA 92101



**BUSINESS ADDENDUM - TOBACCO RETAILER**

Business Name: \_\_\_\_\_ D.B.A. \_\_\_\_\_

Business Address: \_\_\_\_\_ City & Zip \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City & Zip \_\_\_\_\_

Business Tax Certificate No. \_\_\_\_\_

List ALL fictitious business names EVER used by applicant and the respective addresses of those businesses:

Fictitious Name	Address	City	State	Zip
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

If applicant is a corporation:

\_\_\_\_\_  
Name of corporation exactly as shown in its Articles of Incorporation      Date of Incorporation      State of Incorporation

Names of each current officer and directors and stockholder holding more than 25 percent of the stock of the corporation:

_____	_____	_____
Name	Title	Residential Address
_____	_____	_____
Name	Title	Residential Address
_____	_____	_____
Name	Title	Residential Address
_____	_____	_____
Name	Title	Residential Address
_____	_____	_____
Name	Title	Residential Address

If Partnership, provide the following information of each partner:

Name:	First	Middle	Last	
Residence Address		City	State	Zip
Name:	First	Middle	Last	
Residence Address		City	State	Zip
Name:	First	Middle	Last	
Residence Address		City	State	Zip

Provide the following information if the *permittee* is not directly involved in the day-to-day management of the police-regulated business, or if the *permittee* has other managers in addition to himself.  
In the event of a change in such *persons* the applicant shall notify the *Chief of Police* **within thirty calendar days of such a change.**

Name:	First	Middle	Last	Title
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Other Names ever used:

Name:	First	Middle	Last	Title
-------	-------	--------	------	-------

Other Names ever used:

Name:	First	Middle	Last	Title
-------	-------	--------	------	-------

Other Names ever used:

APPLICANT'S RETAIL BUSINESS PREMISES ARE  OWNED  RENTED / LEASED

If rented or leased, please provide the following:

Property Owner's Name	Property Owner's Address	Phone No.
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DATE \_\_\_\_\_ APPLICANT'S SIGNATURE \_\_\_\_\_

**TOBACCO RETAILER  
DECLARATION**

**San Diego Municipal Code, Section 33.4505(c)**

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An applicant for a *police permit* to operate as a *tobacco retailer* shall submit a signed declaration certifying that he or she has not been convicted of or faced administrative action based on violations of the offenses listed in Municipal Code section 33.4510.

**§33.4510 Grounds for Denial of Tobacco Retailers Permit**

In addition to the grounds for denial stated in Municipal Code section 33.0305(a)-(f), an application for a *police permit* to operate as a *tobacco retailer* shall be denied for any of the following reasons: The applicant has within five years immediately preceding the date of the filing of the application been *convicted* of, suffered any civil penalty, or faced administrative action against any type of *license* for violations of any tobacco control law, including, but not limited to, the following offenses: Penal Code section 308, Business and Professions Code sections 22950, et seq. (“Stop Tobacco Access to Kids Enforcement Act” or the “STAKE ACT”), Business and Professions Code sections 22970, et seq. (“Cigarette and Tobacco Products Licensing Act of 2003”), or a charge of violating a lesser-included or lesser-related offense including, but not limited to, Penal Code section 415, in satisfaction of, or as a substitute for, an original charge of any of the offenses listed in this section.

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**Applicant’s signature**

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**Date**

**§33.4517 Grandfather Clause**

Notwithstanding Section 33.4510, *convictions* for offenses listed in Section 33.4510 shall not be used to deny an application for a *police permit* under this Division if the date of the *conviction* was prior to the passage of this Division.