

09/18/2025

Email Sent. Original value: Email Sent
lcraft@stjosephctr.org. Description: Status: Sent
Email Template: App Accepted - Pmt Due
From: business.license@santamonica.gov
Recipients: lcraft@stjosephctr.org
Subject: Business License Application - Payment Due 253200
Attachments: LTR-Balance Due Notice.rpt

<table><tr valign=top><td><td>

Business License#: 253200
St. Joseph Center
413 OCEAN AVE
SANTA MONICA, CA90402

Dear Applicant,

The Business License unit has processed your business license application for St. Joseph Center. The tax, assessment and fees have been calculated and are awaiting payment. Attached is the business license tax invoice which details the amount due. Please remit payment in the amount below within ten (10) days to complete the application.

Total Balance Due: [REDACTED]

You may pay the balance due online using a credit card or an eCheck. Please click the link below and log in using the following information:

Account Number: 253200
Web PIN: [REDACTED]

Make a Payment

Once payment is received, the application will be routed to the appropriate City departments (if applicable) for review. After the City department reviews are completed and the required approvals are received by the Business License office, a business license certificate will be issued.

IMPORTANT NOTICE Acceptance of payment does not constitute approval of a business license. Authorization to conduct business is not granted until the business license is issued.

Please note:

All Santa Monica Business Licenses expire on June 30th of each fiscal year. Renewal notice emails will be sent out in June with the online renewal link for your convenience. If you do not receive a notice to renew, please contact our office via email (business.license@santamonica.gov) or phone (310-458-8745) and we will give you the information you need to renew online without the notice. If you will cease operations prior to July 1st, please close your license once your Santa Monica operations have completed. The online closure process will also be included in the renewal email sent in June.

Welcome to the City of Santa Monica Business Community. We wish you the best of luck.

Business License Unit
City of Santa Monica
Ph: (310) 458-8745