

ADDITIONAL SUPPORT DOCUMENTS THAT MAY BE REQUESTED BY OSDS

Do not send these documents unless requested by OSDS:

Domicile:

- Voter registration record issued by the County Registrar's Office
- California driver's license
- Residential lease agreement and cancelled checks - last three months
- Residential utility bill (e.g., Gas/Electric, Water, or Garbage Services) - last three months
- State income tax returns
- IRS Form 4506-T requesting a transcript of a tax return, upon just cause [Government Code § 14840(b)]

Business Ownership:

- Partnership agreement
- Office space utility bills
- Audited or unaudited business financial statements
- Business and/or personal bank signature cards
- Business and/or personal bank statements - last three months
- Business purchase agreement
- County-issued fictitious business name statement
- Cancelled checks for capital contributions
- Dissolution of corporation
- Individual federal income tax returns
- Corporate organization meeting minutes
- Office space lease agreement and cancelled checks - last three months
- Stock purchase agreement
- Stock transfer ledger and stock certificates
- Webpage records and revisions

Employee Count:

- Professional employer organization employee records

Established Business:

- List of suppliers and manufacturers
- California Board of Equalization seller's permit
- Agreements: manufacturer, lines of credit, stock purchase, sales representative, distributor
- State-issued professional licenses, permits, or certificates