

Frequently Asked Questions & Answers

1. Who is Eligible for a refund?

- Small businesses that paid their business license tax in 2020.
- Small businesses that are currently closed or operating under certain limitations for the foreseeable future due to the COVID-19.
- Small businesses located within the geographic boundaries of the City of Rancho Palos Verdes.
- Small businesses that generated less than \$1.5 million in 2019 gross receipts.

2. What is the City's refund process?

- Submit a refund request in writing by completing the "2020 Business License Tax Refund Request" form.
- Approved refund payments will be mailed 2-3 weeks after the received date.
- Options to request for a refund:

Complete the form on the City's website: rpvca.gov/refund

- By mail: City of Rancho of Palos Verdes
Attn: Finance Department
30940 Hawthorne Blvd.
Rancho Palos Verdes, CA. 90275
- By E-mail: businesslicense@rpvca.gov

3. Do I need to send other documents?

Yes. Attach proof of payment along with the completed "2020 Business License Tax Refund" form. If you are unable to provide proof of payment, provide the amount paid and paid date.

4. Who should I contact for questions?

Finance Department at 310-544-5304 or 310-544-5301 or via e-mail at businesslicense@rpvca.gov

5. Where can I find more information about the City's Small Business Financial Assistance Plan?

- City's website at www.rpvca.gov
- The final staff report and Resolution are also available on the City's website at:
Staff Report: https://rpv.granicus.com/MetaViewer.php?view_id=5&clip_id=3627&meta_id=81310
Resolution: https://rpv.granicus.com/MetaViewer.php?view_id=5&clip_id=3627&meta_id=81311