



City of Santa Cruz
**Calculation of Commercial
 Use Fee**

The City of Santa Cruz requires that a *Commercial Use Fee* be paid on all revenue generated on public property at a Special Event. The cost of this fee is 10% of gross revenues for commercial businesses and 5% of gross revenues for non-profit organizations. This form is provided as a convenience by the Loudon Nelson Community Center to assist you in calculating and submitting the payment of the fee to the City.

Event Title: _____ Date: _____

Contact Name: _____

Phone Number: (____) _____ - _____ Rental # _____

Vendor	Items Sold	Total \$ Amount Received
Use appropriate % for your organization	Total Sales	
	- Sales Tax	
	<i>Subtotal</i>	
	x 5% Non-Profit =	
	x 10% Commercial =	

This *Commercial Use Revenue Fee* is due 10 days after the event. If payment is made within 30 days of the event there is a 10% penalty. If payment is made after 30 days from the event, the penalty is 25%.

Please make checks payable to the “City of Santa Cruz” for the amount due as calculated above and include a copy of this form. These should be mailed to:

**Louden Nelson Community Center
 301 Center Street
 Santa Cruz CA 95060
 (831) 420-6177 Fax: (831) 420-6457**