

**How to obtain a "permit to operate" for a new business**

get approval from the Planning Department and Zoning Department  
@  
1660 Mission Street, 3rd floor  
San Francisco, CA 94103  
(415) 558-6377

file for a building permit with DBI Building Department  
@  
1660 Mission  
San Francisco, CA 94103

file for a "permit to operate" with Environmental Health Section  
@  
1390 Market, sutie210

permits approved

EHS notifies the Tax Collector's office that all permits are approved

Tax Collector's Office sends you a bill for the license fee

you pay the fee

**permit is mailed to you by EHS**