

Date: \_\_\_\_\_



## Business Development Inquiry

The City of Ukiah is here to help you with your business endeavors. If you would like to speak with one of our Business Liaisons, please complete this short form and you will be contacted shortly. Any information you provide will be kept confidential.

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Preferred method of contact:

☐ phone

☐ email

Best days/times to reach me: \_\_\_\_\_

1. I am interested in (check all that apply):

☐ Starting a business

☐ Relocating a business

☐ Expanding an existing business

☐ Other: \_\_\_\_\_

2. Type of business: \_\_\_\_\_

3. Will you be doing any of the following as part of the project? (check all that apply)

☐ New Construction

☐ Purchasing Property

☐ Remodeling

☐ Selling Property

☐ Hiring

☐ Leasing

4. When is your targeted completion/opening date? \_\_\_\_\_

5. I am looking for assistance with or information regarding (check all that apply):

☐ Business license and associated fees

☐ Business plan/business consulting

☐ Real Estate

☐ Financing

☐ Code requirements (accessibility, fire sprinklers, parking, signage, etc.)

☐ Utilities and Garbage

☐ Other: \_\_\_\_\_

Routing Instructions: Please route completed form to Shannon Riley at City of Ukiah,  
300 Seminary Avenue, Ukiah CA 95482; sriley@cityofukiah.com; fax: 463-6204

City of Ukiah use only

Business Liaison: \_\_\_\_\_

Date Received: \_\_\_\_\_

Date of First Contact: \_\_\_\_\_

Notes (requests, referrals, timeline, etc. Attach additional sheets if necessary.): \_\_\_\_\_

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Final Resolution: \_\_\_\_\_

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