



City of Yakima

# **News Release**

**Subject: New Online Business License Renewal**

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**Release Date: Thursday, December 15<sup>th</sup>, 2016**

## **Business Licenses Can Now Be Renewed Online**

Today, business license renewal notices will begin arriving in the mail at mom and pop shops, retail chain stores, big box retailers, etc. licensed by the City of Yakima. Processing the 5000 to 6000 business licenses issued each year by the City can be challenging.

But now, thanks to a new system implemented by the City's Code Administration Division, the potentially tedious procedure of completing a renewal form, mailing or taking it to City Hall, paying the appropriate fees, etc. has been simplified.

"It can all be done online now," said Code Administration Manager Joe Caruso. "Our office recently transitioned to utilizing software called SmartGov. Through an upgraded portal on the City's website, business owners can complete the whole process quickly and easily. Their business license will be mailed to them within a few days," said Caruso. "The new system is a big time saver for businesses and streamlines the licensing process for the City."

Business owners can access the online licensing portal at [buildingyakima.com](http://buildingyakima.com).

First-time users will need to complete a short process to set up an account in order to utilize the portal. Once that is done, users will follow simple steps that are similar to purchasing items online, including a final "Checkout" feature.

"We're encouraging business owners to use the new SmartGov system so they can experience how quick and easy it can be to renew their business license," said Caruso. "We're confident that once they give it a try, they'll agree that the online option is a major improvement compared to the way things were done in the past."

Every business operating within Yakima city limits needs to be issued a business license. The deadline for businesses renewing their license is December 31<sup>st</sup>, but renewals can be completed by the end of January without penalty.