

Renewing a Business License

From December 2022, all Business License holders will need to create a [BL MyGov account](#). **Make sure you use the same email address that is connected to your license.** Select "Forgot Password" and follow the instructions.

MyGov will link your existing BL-Business License and allow you to start the renewal process.

Once you have gained access to your MyGovhome page:
Go to Licenses on the left hand side> Select Expiring> Then click the gray tool icon off to the far right. Select **RENEW** and follow the steps.

You have until February 15, 2023 to make the payment before late fees are added.

The screenshot displays the 'Expiring Licenses' page in the MyGov system. The top navigation bar includes icons for Permits & Inspections, Code Enforcement, Credential Manager, Request Manager, and Business License. The breadcrumb trail shows 'Business License > Expiring'. The main content area is titled 'Expiring Licenses' with a sub-header 'Here are all your selected Licenses.' Below this, it indicates 'LICENSES: 3'. A filter bar allows users to choose actions and filter by Department, Type, Manager, and Cycle. The license list table has the following data:

License Details	Valid From	Valid Until	Type	Department
<input type="checkbox"/> 22-08677 Expiring Active 22-168877	02/22/2022	12/31/2022	Flat Fee Business	Business License
<input type="checkbox"/> 22-014046 Expiring Active	12/31/2021	12/31/2022	Flat Fee Business	Business License

At the bottom right of the table, a 'Renew' button is visible. A settings icon is also present in the bottom right corner of the table area. The left sidebar shows the 'LICENSSES' menu with 'Expiring' selected, showing 488 licenses. Blue arrows highlight the 'Expiring' menu item, the 'Renew' button, and a settings icon.