



How to Guide for BUSINESS LICENSE RENEWALS



Visit www.cityofventura.ca.gov/Renew to ensure you are eligible to renew online. Once you are ready to begin, click the link to renew online.

STEP

1

Enter your login information *(Found on your renewal notice)*



Business Tax Office

Enter Account Number:

Thursday, May 12, 2022

Account Number

Security Code

Click to Continue when ready

Continue

- [What to do if you lost your security code](#)
- [Learn more about the security code](#)

STEP 2

Review account information.

Please confirm that the following information provided is correct:

License Expiration Date:

Current Expiration Date: 6/30/2022

Business Attributes:

Account Number	130018966
Company Name	TEST BUS NAME
Fictitious Business Name DBA	TEST DBA
Business Type	Tier 2 General
Business Phone	(805)658-4715

STEP 3

Select "Renew my License" and click on the certification button to acknowledge that all information is correct. Then click "Continue".

Select Action Type:

- Renew my License
- Submit my STVR TOT or Hotel TOT Monthly Report
- Modify Account Information (Some changes may need to be reviewed prior to renewal payment)
- Business Closed: I am no longer conducting business in Ventura.
- Print my Renewal Notice / Temporary License

Click to acknowledge the following, then click continue when ready:

- I certify that the above contacts, mailing address, business address and business phone are correct.

Continue

STEP

4

Enter previous calendar year gross receipts and click "Calculate Amount Due". Then click "Submit Payment".

Account Number: 130018966
Rate Type: Tier 2 General

Name: TEST BUS NAME
Expiration Date: 6/30/2022

Enter Gross Receipts (or Cost of Operations if \$0 Gross Receipts)

Use numeric values only (No periods, commas, or dollar signs)

100,000.00

Gross Receipts Fee Due

34.00

Base Fee Due

45.00

Calculate Amount Due

Total Late Fee

0.00

Total Interest

0.00

AB1379

4.00

Total due:

83.00

Submit Payment

STEP

5

Select payment type, enter person submitting payment, and enter payment information. Click "Submit Payment". Print your receipt for your records.



Business License Payments

Amount Due: \$83.00

As a courtesy, the City of Ventura is absorbing the processing fees for online payments. To help keep cost of services down, please use eCheck.

Select the method of payment

Name of Person Submitting Payment:

Card Information

Card Holder

First Name

Card Holder

Last Name

Card Number

Accepted Card Types



Expiration

Security Code

[What is a Security Code?](#)

Billing Address

Address

City

State

Zipcode

Your use of this form constitutes agreement to our [Terms of Service](#)

Submit Payment