

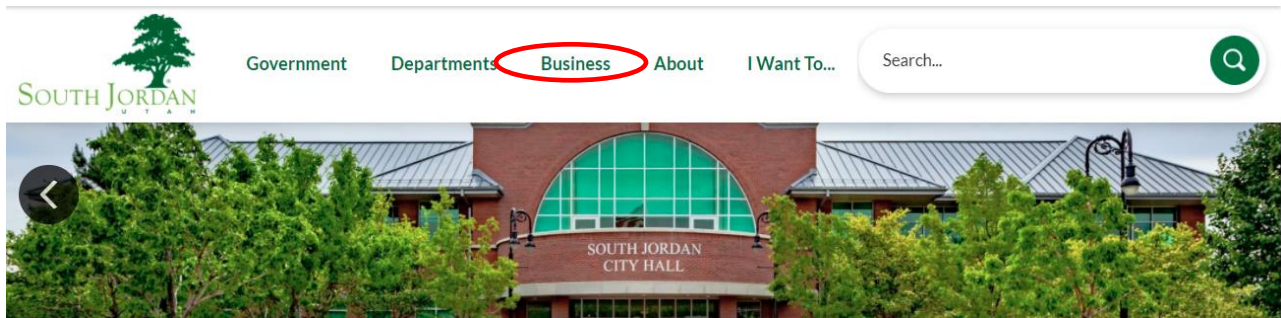
South Jordan City Business Licensing



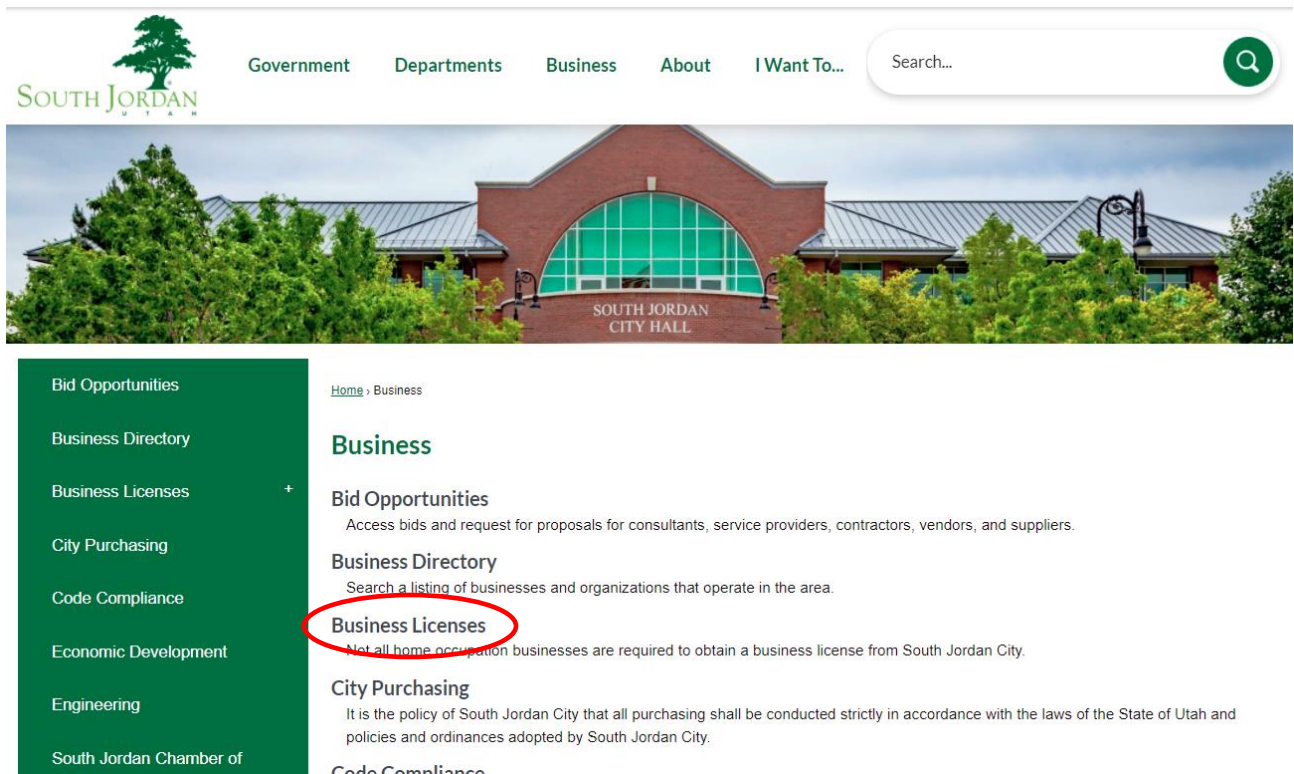
NOTE: Before you can print a business license you must register to create a Portal account. See the website instructions for “How to Register for a South Jordan Online Portal Account”.

How to Print Your Business License

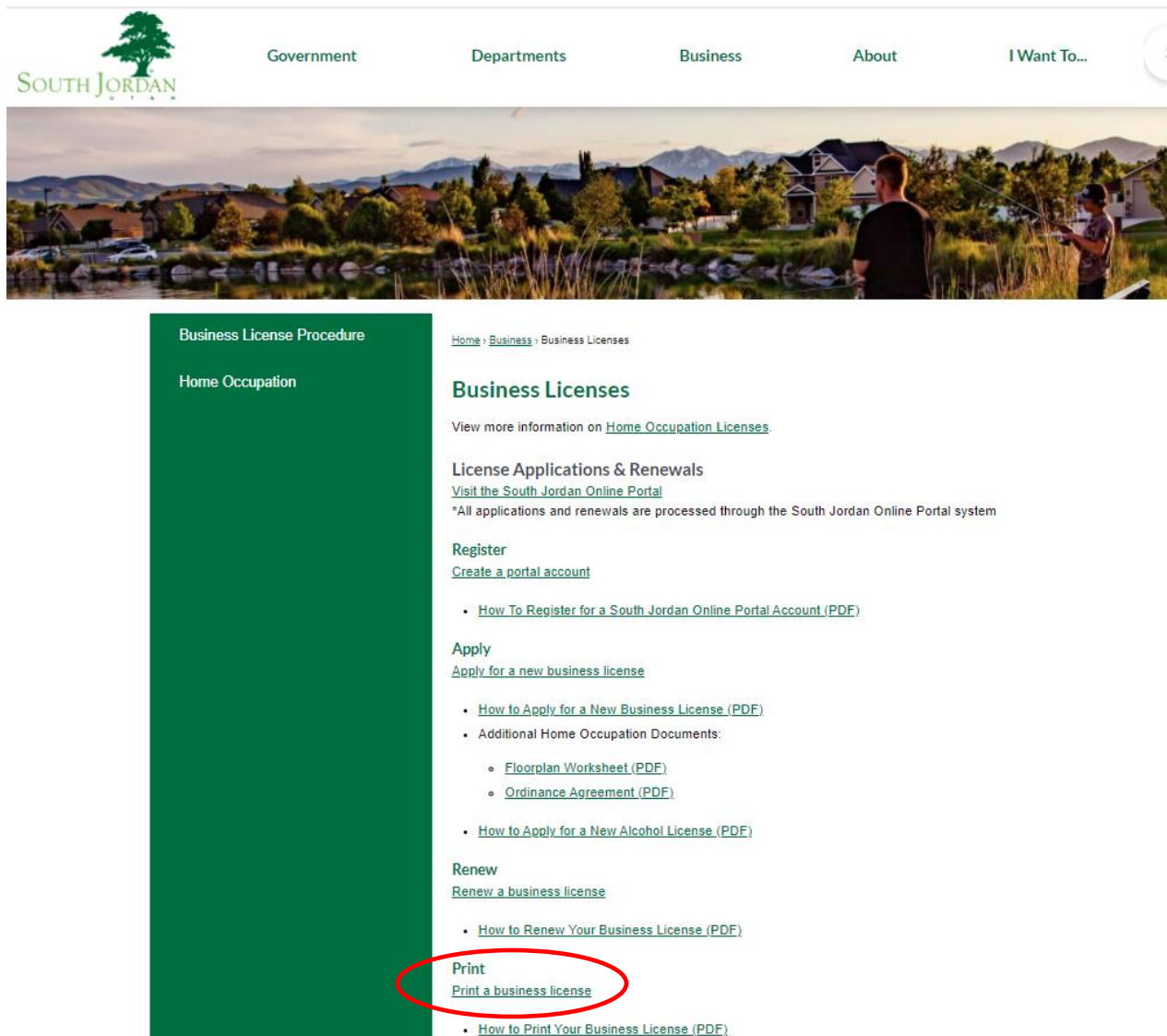
Step 1: On the [South Jordan City website](#), in the top ribbon, click **Business**



Click **Business Licenses**

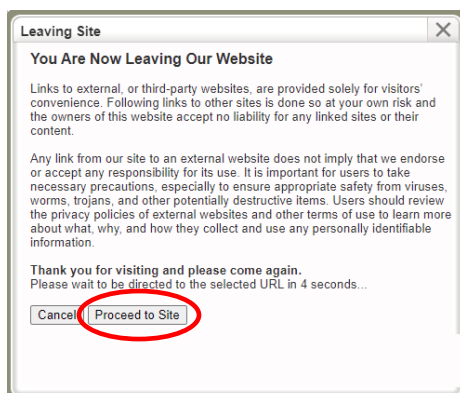


Under **Print** click [Print a business license](#)

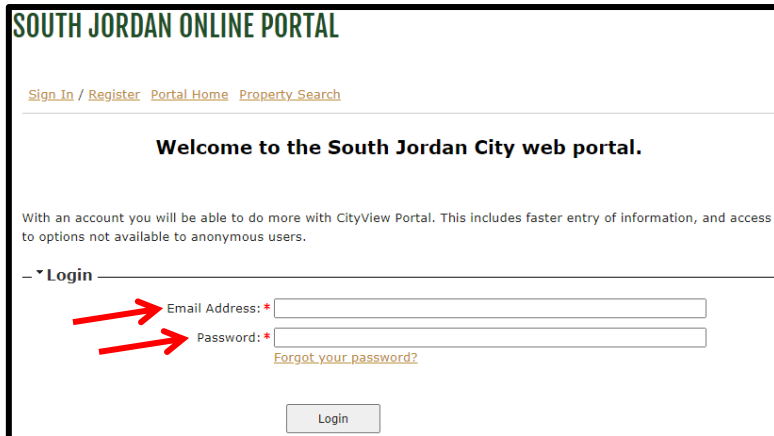


The screenshot shows the South Jordan website's Business Licenses page. The navigation menu includes Government, Departments, Business, About, and I Want To... The main content area is titled "Business License Procedure" and "Home Occupation". It provides information on how to apply for and renew business licenses, including links to PDF guides for registration, application, and renewal. The "Print" section is highlighted with a red circle, and the link "Print a business license" is also circled in red.

You will be redirected to the **SOUTH JORDAN ONLINE PORTAL**



Step 2: Sign in to South Jordan Online Portal using the same email and password you previously registered with.

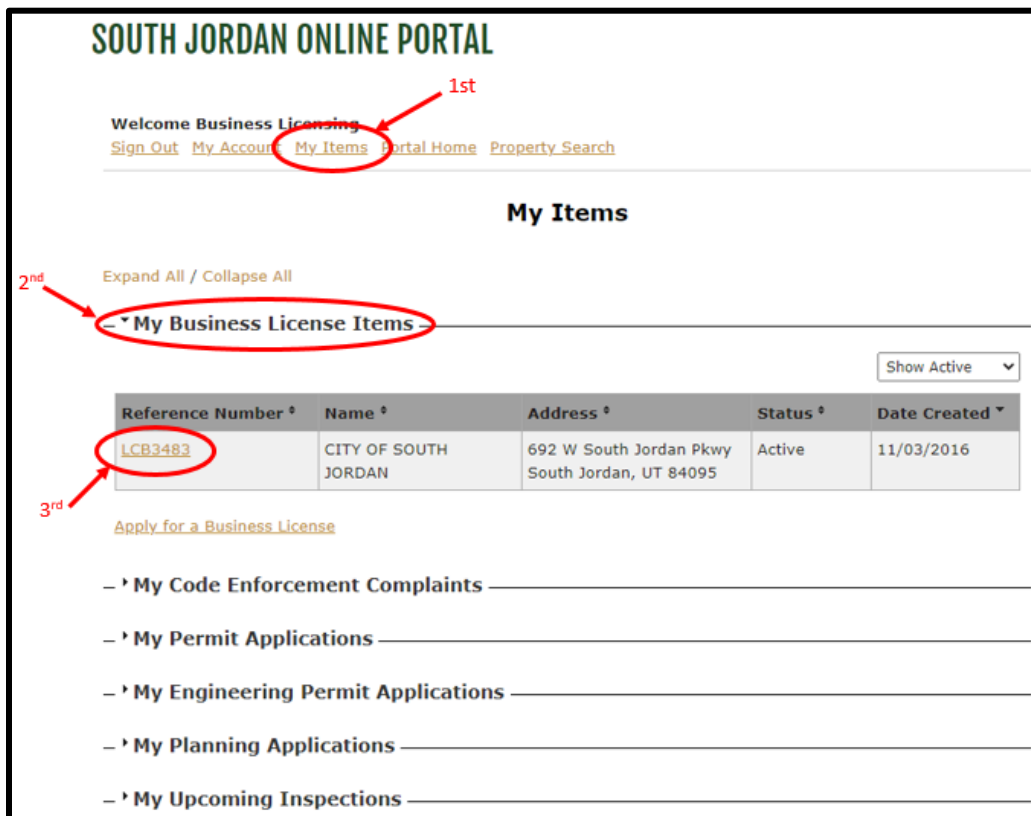


Step 3: Click:

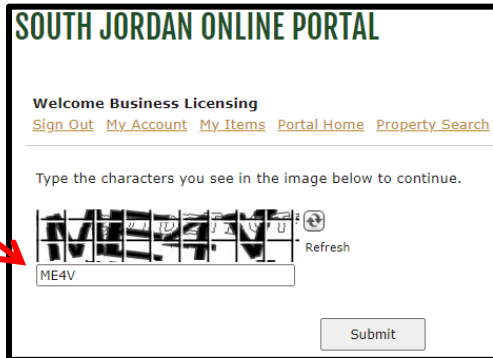
My Items

My Business License Items

Reference Number (your license number)



Step 4: Type the characters you see in the image

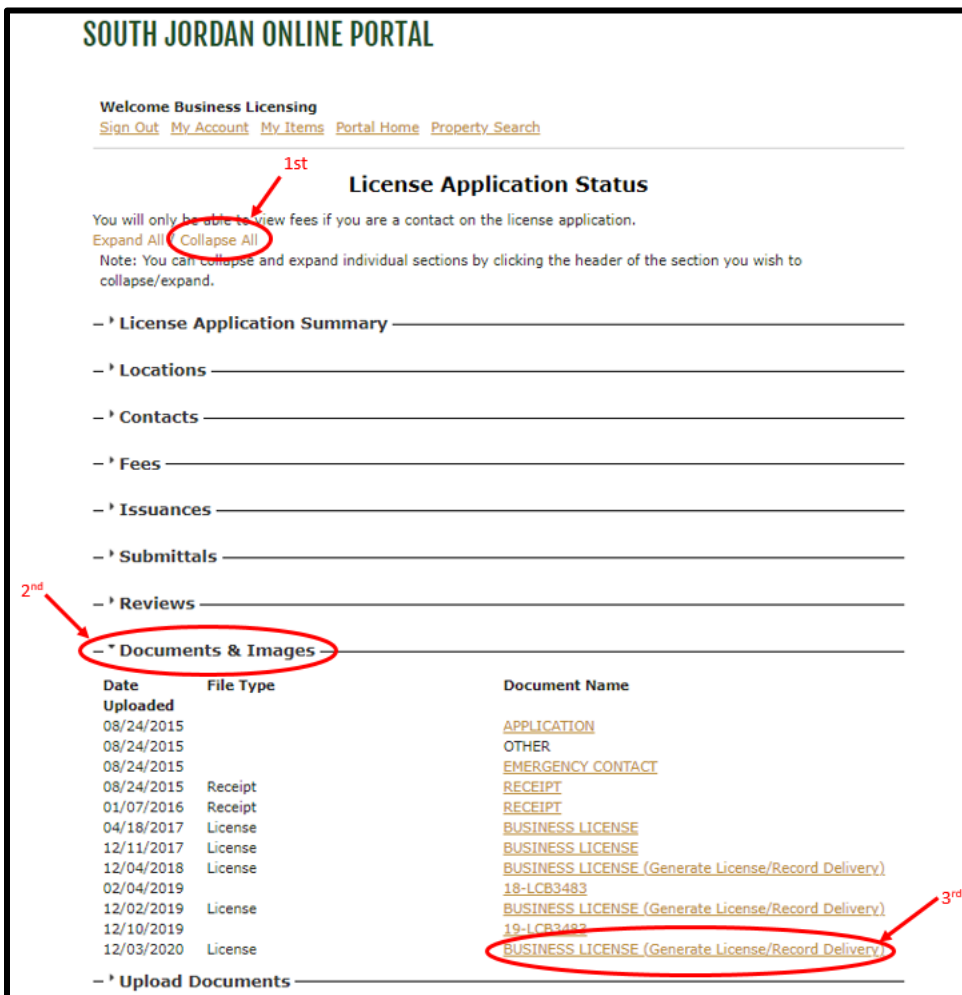


Step 5: Click:

Collapse All

Documents & Images

BUSINESS LICENSE (this will generate a .pdf document of your license that you can print)



SOUTH JORDAN ONLINE PORTAL

Welcome **Business Licensing**
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

License Application Status

You will only be able to view fees if you are a contact on the license application.
 Expand All **Collapse All** (1st)
 Note: You can collapse and expand individual sections by clicking the header of the section you wish to collapse/expand.

- > License Application Summary
- > Locations
- > Contacts
- > Fees
- > Issuances
- > Submittals
- > Reviews
- > **Documents & Images** (2nd)
- > Upload Documents

Date	File Type	Document Name
Uploaded		
08/24/2015		APPLICATION
08/24/2015		OTHER
08/24/2015		EMERGENCY CONTACT
08/24/2015	Receipt	RECEIPT
01/07/2016	Receipt	RECEIPT
04/18/2017	License	BUSINESS LICENSE
12/11/2017	License	BUSINESS LICENSE
12/04/2018	License	BUSINESS LICENSE (Generate License/Record Delivery)
02/04/2019		18-LCB3483
12/02/2019	License	BUSINESS LICENSE (Generate License/Record Delivery)
12/10/2019		19-LCB3483
12/03/2020	License	BUSINESS LICENSE (Generate License/Record Delivery) (3rd)