

# South Jordan City Business Licensing



**NOTE:** Before you can renew 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 Renew Your Business License

Website - <http://www.sjc.utah.gov/>

Scroll to the bottom of the page and under the header **BUSINESS RESOURCES** click **Business Licenses**

| RESIDENT RESOURCES  | BUSINESS RESOURCES               | ABOUT SOJO         | GOVERNMENT RESOURCES                    |
|---------------------|----------------------------------|--------------------|---|
| Cemetery            | Building Department              | City Life          | City Departments                        |
| Fire Department     | <b>Business Licenses</b>         | Contact            | City Manager                            |
| Garbage & Recycling | City Purchasing                  | Gale Center Museum | Contact                                 |
| Parks & Recreation  | Code Compliance                  | Get Involved       | Courts & Fines                          |
| Pay Utility Bills   | Economic Development             | Job Opportunities  | Elections                               |
| Police Department   | Engineering                      | Latest News        | Finance Department                      |
| Public Works        | Planning & Zoning                | Moving to Sojo     | Mayor & City Council                    |
| Residential Permits | South Jordan Chamber of Commerce | Our Story & Vision | Meeting Agenda & Minutes/Archive Center |
| Report a Problem    |                                  | Press Releases     | Municipal Code                          |
| Streets & Lighting  |                                  | Sojo Summerfest    | Public Notices                          |
| Upcoming Events     |                                  |                    | Public Records                          |
| Water               |                                  |                    | South Jordan Strategic Priorities       |

Click on **RENEW A BUSINESS LICENSE**

[CLICK HERE TO GO DIRECTLY TO THE SOUTH JORDAN CITYVIEW PORTAL](#)

\*All applications and renewals are processed through the online South Jordan CityView Portal.

## REGISTER

[CREATE A PORTAL ACCOUNT](#)

Step-By-Step: [How To Register for a South Jordan Online Portal Account](#)

## APPLY

[APPLY FOR A NEW BUSINESS LICENSE](#)

Step-By-Step: [How to Apply for a New Business License](#)

Additional Home Occupation Documents: [Floorplan worksheet](#) [Ordinance Agreement](#)

Step-By-Step: [How to Apply for a New Alcohol License](#)

## RENEW

[RENEW A BUSINESS LICENSE](#)

Step-By-Step: [How to Renew Your Business License](#)



Click **Sign In**

# SOUTH JORDAN ONLINE PORTAL

[Sign In](#) [Register](#) [Portal Home](#) [Property Search](#)

Once signed in, your business name should appear here. Click **My Items**.

# SOUTH JORDAN ONLINE PORTAL

Welcome YOUR BUSINESS NAME!   
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

Click **My License Applications**

# SOUTH JORDAN ONLINE PORTAL

Welcome YOUR BUSINESS NAME!  
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

## My Items

[Expand All](#) / [Collapse All](#)

- ▶ [My Code Enforcement Complaints](#)
- ▶ [My License Applications](#)
- ▶ [My Permit Applications](#)
- ▶ [My Engineering Permit Applications](#)
- ▶ [My Planning Applications](#)
- ▶ [My Upcoming Inspections](#)

Click **Pay Fees**



## My Items

This page lists all the applications and other items in which you are a contact.

[Expand All](#) / [Collapse All](#)

– ▶ **My Code Enforcement Complaints** \_\_\_\_\_

– ▾ **My License Applications** \_\_\_\_\_

| Reference Number                        | Address | Type                            | Status | Date Created |
|---|---------|---------------------------------|--------|--------------|
| <a href="#">LCB9999</a>                 |         | Business -<br>Commercial/Retail | Active | 03/11/2015   |
| <input type="button" value="Pay Fees"/> |         |                                 |        |              |

[Apply for a Business License](#)

– ▶ **My Permit Applications** \_\_\_\_\_

– ▶ **My Engineering Permit Applications** \_\_\_\_\_

– ▶ **My Planning Applications** \_\_\_\_\_

– ▶ **My Upcoming Inspections** \_\_\_\_\_

Click on the type of payment you wish to use and make payment.

### Business License Application Fees

LCB8636

| Fee Type  | Amount          | Amount Paid     |
|---|-----------------|-----------------|
| Legacy Fee - See Description                                  | \$155.00        | \$155.00        |
| Legacy Fee - See Description                                  | \$155.00        | \$155.00        |
| Renewal Base Fee - Commercial Business and Mobile Food Vendor | \$105.00        | \$0.00          |
| <b>Totals:</b>  | <b>\$415.00</b> | <b>\$310.00</b> |
| <b>Total Amount Payable Online:</b>                           | <b>\$105.00</b> |                 |

You will be notified via email when the new license has been issued. The new license will be available to print in the Portal under **My Items > My License Applications > Documents & Images**

**NOTE:** A copy of your business license will NOT be mailed to you. You are responsible for printing the license yourself from the Portal. See website instructions for "How to Print a Business License".

If you need assistance please contact Business Licensing via email at [businesslicensing@sjc.utah.gov](mailto:businesslicensing@sjc.utah.gov) or by phone at (801)254-3742.