

## NEWS RELEASE

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### **2018 Business Licence Fees are Past Due**

*Are you operating a business in or from Nanaimo?*

The City of Nanaimo Business Licensing Section would like to remind business owners who are operating in or from Nanaimo and who have not yet renewed their business licence for 2018 that payment is now past due. Business licence renewal reminder invoices will be mailed on March 1, 2018 and are due and payable immediately.

Once received and before submitting payment for a 2018 licence, business owners are asked to take a moment to carefully review the details and contact information on the invoice and advise the Business Licensing Section of any changes to the licence, business address or contact information. The information provided will be made available on the City of Nanaimo's Business Licence Search. A search for a business where the current year's licence fees have not been paid, will result in a message that the business is not in good standing.

"The City's website and Business Licence Search tool is a valuable asset that can be used to promote businesses and for citizens to determine if a business has a licence to operate and if it is in good standing" says Heidi Davidson, Manager, Permit Centre and Business Licensing "It is important, therefore, that businesses maintain an up-to-date business licence as well as an active and current profile".

Please feel free to contact the Business Licensing Section at 250-755-4482 for further information.

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