

City of Durango Online License Renewal

1. Visit www.durangogov.org/payments and click Sales Tax & Business License link.

ONLINE PAYMENTS

Pay Online
Paying online is faster, more convenient, saves postage, and helps the environment through reduced paper and waste costs. We never charge convenience fees for paying city taxes, fees, bills, fines, etc. with a credit or debit card. E-check is also accepted.

Make a payment online by clicking one of the following links:

- [Sales Tax & Business License](#)
- [Parking Ticket](#)
- [Water Dock](#)

2. If you are a new user, create an account. Existing users can enter credentials and log in.

Email Address:

Password:

[Log In](#) [New User](#)

3. Click Tax and Licensing.

Tax & Licensing

Comm Dev

Apply for Jobs

Billpay

My User Profile

Home

Log Out

Welcome to the City of Durango's Citizen Access Portal.

Please select an option from the menu on the left.

JOB SEEKERS: Click "Apply for Jobs" then "My Job Profile."

4. **4A New Users:** Click Manage Accounts and then Add Account. Enter the Acct # and Street address (no city, state, zip, or suite #) exactly as it is written on the front of the license renewal document attached to the renewal email. Click OK and then you can select Renew License to move to next step, 4B.

tax & licensing menu

file returns

return history

license information

apply for license

renew license

account information

manage accounts

outstanding balances

Home

Log Out

Manage Accounts

Please click the Add button to enter any account numbers and the street address for accounts that you would like to have access to under this log in. Select the checkboxes and click the delete account(s) button to unlink an account from your profile.

To file tax returns for your linked accounts click on the file returns button on the left.

Account # DBA

[delete account\(s\)](#) [add account](#)

4B Existing Users: Click Renew License and then check the box next to your Active license showing the current licensing year ending on December 31st. Click Next, then click Submit to renew.

*Accounts with multiple Active licenses cannot click multiple boxes and renew all at the same time. You will need to click Renew License again and check the box/renew each separately.

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License Renewal Step 1/2 **Required

Please select license to renew:

<input type="checkbox"/>	License #	Type	Status	Effective Date	Expiration Date
<input type="checkbox"/>	██████████	Business License Non-Profit	Active	01/01/2019	12/31/2019
<input checked="" type="checkbox"/>	██████████	Lodgers Tax License	Active	01/01/2019	12/31/2019

License Fees: \$ 25.00

[cancel](#) [next](#)

5. After you click Submit, the website will re-direct you to a payment portal to use E-Check or a Credit Card.

*You will be emailed a copy of your license, however, you can print a copy of your license under the License Information button. If you need additional assistance, call the Clerk's Office at 970-375-5010.