Simply and efficiently issue and track licenses for any type of business. CityView Business Licensing provides you with a streamlined approach to licensing that increases your revenue and decreases your workload.

The Power of CityView Business Licensing

Accurately track licenses and renewals for businesses and contractors as well as any other type of licenses issued.

Simplify your workflow with automations that track, issue and renew expiring business licenses, generate and process batch renewal notices, create tax certificates and produce correspondence logs. Never manually regenerate license renewal paperwork again.

Correctly collect fees by easily identifying expired licenses and accurately calculating penalty and interest charges. CityView’s integrated fees module means you no longer need to rely on manual calculations. CityView automatically works it out for you ensuring you collect the correct amount.

Create action items based on precise, timely data. Flexible reports allow you to easily determine the status of all businesses in the system including whether their license fees have been paid by the expected date and what the value of these outstanding fees is.
Business Licensing Functionality

**Improve Efficiency by Automating**
- Enter application data for any type of license including contractor licensing
- Attach multiple names, addresses and phone numbers to a license
- Attach all related documents to an application
- Easily view the application review checklist
- Pre-fill forms with data in the system
- Create and print tax certificates
- Accurately calculate penalty and interest charges
- Access the built-in ESRI ArcGIS mapping system

**Track Successes with Improved Reporting**
- Generate out-of-the-box management and summary reports on licensing
- Assess whether license fees have been paid and the value of outstanding fees
- Review all inactive licenses
- Create ad hoc reports through enhanced searching filtering and sorting
- Powerful built-in reporting engine from Data Dynamics
- Export reports to Excel or CSV file formats

**Access Data Quickly**
- Search by license number, contact, date, or any field in the database
- Save user-defined searches
- Bookmark and retrieve interrupted work
- Search document repository

**Increase Productivity by Managing Workflow**
- Create a license issuance and renewal workflow
- Track the status of all licenses in the system
- Issue and track single day licenses
- Generate and process batch renewal notices
- Track system-generated notices
- Generate a list of tax exempt businesses
- Create a list of businesses that have not reported the gross earnings
- Create a list of business emergency contacts

**Improve Service by Providing Online Access**
- Allow constituents to submit applications and all supporting documentation online
- Review the application’s status online

**Customization and Configuration**
- Import historical data from other systems
- Create and maintain document templates
- Manage ordinance and statute changes
- Upload data tables for automated fee and value calculations
- Customize the software to your business rules, workflow and terminology
- Apply security permissions down to the field level