



NEWS RELEASE

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Beaufort takes business license renewals, hospitality and accommodations tax payments online

City to offer workshops to businesses in October

To improve customer service, the City of Beaufort Finance Department is launching an online service for business license renewals, hospitality and accommodations tax payments.

The process is simple, and to ease area businesses into the system, City Finance Director Kathy Todd will be offering workshops in October. The sessions will familiarize business owners with the process and help them create their log-in access as well as receive personalized attention in getting set up. The city is partnering with local chambers of commerce to promote the workshops.

“Putting business license renewals online as well as the monthly hospitality and accommodations filings will certainly make it more convenient for businesses to process their renewals and submit their monthly filings, especially for businesses with operations in more than one city or jurisdiction,” Todd said.

As the online option rolls out this fall, business owners can still submit their license renewals on paper.

“Business license and accommodations tax payments can be made online or by the traditional format of the manual report being mailed or brought to City Hall in person,” Todd said. “We are simply trying to provide an easier and more streamlined opportunity for those who want to take advantage of secure online payments.”

Workshops on the system are scheduled for City Hall’s first floor conference room at 1911 Boundary Street, and participants should bring their laptop or tablet computer:

- October 11, from 11:30 a.m. to 1:30 p.m.

- October 12, from 4:30 p.m. to 6:30 p.m.
- October 20, from noon to 2:00 p.m.
- October 21, from 9 a.m. to 11:00 a.m.

“We will have handouts that include instructions on how to create an account, how to log in, and how to use the system,” Todd said. “We’ll have a lot of hands-on help and these are all designed to be informational with lots of questions and answers. For ease of access to the payment portal, we will have a direct link from the City’s website.”

While business licenses must be renewed annually, local hospitality and local accommodations taxes must be paid to the city each month. Putting that process online should make it easier for area restaurants, hotels, motels and bed and breakfasts to submit the required forms and payments, Todd said.

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