

## 2024 CITY OF AUBURN BUSINESS LICENSE RENEWAL INFORMATION FOR RESIDENTIAL RENTAL AND REGULATORY LICENSES

Dear Business Owner,

With the end of the year approaching, we would like to remind you to renew your City of Auburn business license for the 2024 year before December 31, 2023. Payments mailed in and processed in January will not incur late fees.

**FAQ** regarding your renewal for your 2024 business license:

### 1. What are the 2024 fees for business license 2024 renewals?

Residential Rental (excludes commercial and short-term rental licenses) and regularly licenses will be renewing directly through the city. See Auburn City Code (ACC) 5.20. for more information.

Businesses not listed below apply and renew for business license through the State of Washington BLS at [dor.wa.gov](http://dor.wa.gov)

The city partnered with the State of Washington Business License Services as mandated by state law to administer all other types of business licenses in 2022. The 2024 fee schedule for regulatory or residential rental business licenses renewals are noted below:

- Massage businesses – \$103.00
- Solicitors – \$103.00
- Marijuana related activities - \$515.00
- Mobile Vendors and Food Trucks - \$103.00
- Residential Rental Licenses (commercial or short-term rental business licenses will apply or renew through the state BLS portal)
  - \$0.00 for Nonprofit rental
  - \$ 30.00 for 1-unit, Single Family for single Condo
  - \$ 75.00 for 2-4 units, Duplex, Triplex, Fourplex (per building)
  - \$150.00 for 5-24 units, Apartments and Condos complex
  - \$500.00 for 25 and up, Apartments and Condo complex
  - \$150.00 for Communal Business License

### 2. Why return the renewal form?

If you have sold your RENTAL PROPERTY or BUSINESS, changed the owner name, address, or contact information, please return your renewal form with the updated information or email [businesslicenses@auburnwa.gov](mailto:businesslicenses@auburnwa.gov) to report this change and update or close the business license.

### 3. What if outstanding fees were due on a license from a previous year?

The fee will be included with your 2024 renewal invoice. If you have questions on your fees, city staff can assist you. Please email [businesslicenses@auburnwa.gov](mailto:businesslicenses@auburnwa.gov)

**If you paid the renewal online or by check, please disregard this notice!**

**Thank you for doing business in Auburn!**