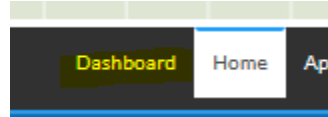


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HOW TO RENEW A BUSINESS LICENSE

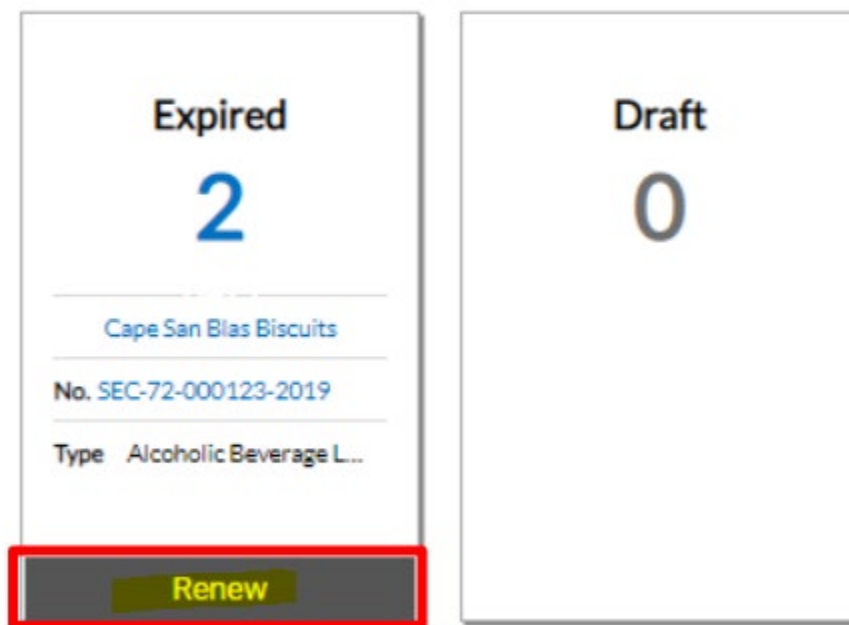
Renewal period begins May 1st of each year

1. Login to **ConnectLCF** from the City's homepage www.cityoflcf.org
2. Click on "Dashboard"



3. Scroll down to "My Licenses"
4. License ready for renewal will have a "Renew" button. Click the "Renew" button to start the renewal process:

My Licenses



▶ [View My Licenses](#)

5. Follow the step by step instructions to complete the application. Some information will be grayed* out while some will require you to reverify information such as number of employees or vehicles.

*NOTE: grayed our information can only be changed by City staff. Email BusinessLicense@lcf.ca.gov with your license number to request such changes.



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6. The final step is where you can review your application. Once ready, click “Submit” to submit your renewal request.
7. Your application is now submitted, please use the “**Add Cart**” button on the right to pay for the applicable invoice. The City will review your request and process your license renewal. As updates are made to your case, the case status will change, keeping you informed of the process.

If you have any technical issues, please email helpconnectlcf@lcf.ca.gov.

