



# City of Kent 2026 Business License Renewal Notice

**Save time and renew online at FileLocal-WA.gov**

For Office Use Only:

App ID \_\_\_\_\_

For more information visit:

**KentWA.gov/pay-and-apply/apply-for-a-business-license**

Or contact City of Kent Tax Division:

**253-856-6266** or **BusinessLicense@KentWA.gov**

**Annual license fee: \$51**

Due Date 01/01/2026	License Year 2026	License #
UBI:		
License Type:		

Business License will be sent to the business email address upon approval of the renewal application.

Location change? Complete a new business license application.

Out of business effective this date: \_\_\_\_\_  No longer operating in Kent effective this date: \_\_\_\_\_

Renew Business License for City of Kent (complete below):

Business Name: \_\_\_\_\_

Location Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

What is the total number of square feet in your home that your business occupies? \_\_\_\_\_

Which day(s) of the week are you open for Client Visits? (please check all that apply) Sun M T W Th F Sat  
No Client Visits

What hours of the day are you open to clients? \_\_\_\_\_

On average how many client visits do you have per day? \_\_\_\_\_

Will you operate outside the hours of 7am-7pm?  Yes  No

If yes, what are your business operating hours? \_\_\_\_\_

I hereby certify that the statements and information provided on this license renewal are true and complete to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submitted by (Name): \_\_\_\_\_ Email: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Mail completed application along with check or money order payable to the City of Kent to:

**City of Kent Finance Department**  
220 4th Ave S  
Kent, WA 98032

Pay in person with cash, check or money order at our **Customer Service counter** Monday to Friday, 9:00 AM - 4:00 PM

400 W Gowe St  
Kent, WA 98032