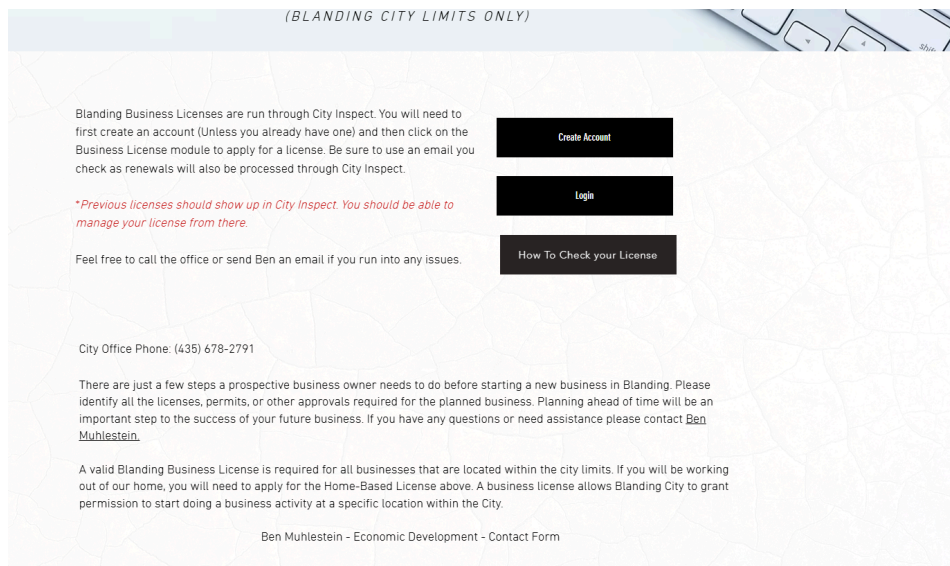


Start by Logging on/creating an account.

1. Head to Blanding.city, then under the “Permits” button click on “[Business License](#)”



2. Click on “Create Account” or “Login” depending on if you have a preexisting account or not.



3. Finish logging in or creating a new account. The screen will give you various options, Click on Business License:

## Select module

Building Permits

Business License

Planning & Zoning

4. Find your license. From this screen you can see any license registered with your current email address. If you have a license to renew, find it under “Expiring licenses”. Click the Renew button on the right side.

### pending payment

records 1 to 1 of 1

date	license details	Business Name	Business Address	License Type	Last Inspection
No data available in table					

### active licenses

records 0 to 0 of 0

date	license details	Business Name	Business Address	License Type	Last Inspection
No data available in table					

### expiring licenses

records 0 to 0 of 0

issue date	license details	Business Name	business address	expiring in	expiration date	renew license
10/31/2025	BL25-0025 Home Occupation - Low Impact	TESTING THE TESTER	50 B, B, B	30 days	11/30/2025	renew

records 1 to 1 of 1

### archived licenses

date	license details	Business Name	Business Address	License Type	Last Inspection
10/01/2025	BL25-0013 (X)	TESTING THE TESTER	Test St Blanding UT 84511	Home Occupation - High Impact	-

records 1 to 1 of 1

5. Complete the questionnaire:

License Type

Questions
<p>What type of property will the business be addressed from?</p> <p><input type="radio"/> Commercial or Industrial</p> <p><input type="radio"/> Residential Property</p> <p><input type="radio"/> Food Truck</p>

6. Depending on your license type, it may go to review. Your screen will look like this. Ignore anything asking you to "sign" your license.

This license is under review. Please check the <a href="#">checklist</a>			
Documents			
-	License Application		-
-	Summary		
Notes			
License History (Notes)			

7. If not prompted before this, you need to pay the \$25 renewal fee. (Home based will not do this)

pendingpayment						records 1 to 1 of 1
date	license details	Business Name	Business Address	License Type	Last Inspection	
10/31/2025	PENDBL25-0026	TESTING THE TESTER	50 B B B	Home Occupation - Low Impact	-	records 1 to 1 of 1

TESTING THE TESTER

License #: PENDBL25-0026  
Address: 50, , B, B, B  
Home Occupation - Low Impact  
Applicant Email: ben.muhlestein@gmail.com  
Sales Tax: NA  
License Type:

License Category:  
Business Phone: (801) 851-1211  
Federal Tax ID: NA  
Professional License Exp. Date:

Current Status: Pending  
Owner Name: test  
State Business Registration # NA  
Professional License #: NA

pay fees

Please sign the license. You may view the license application by clicking printable license below.

8. Once fees and any review are completed, your active license will appear on the home page as such.

activelicenses						records 0 to 0 of 0
date	license details	Business Name	Business Address	License Type	Last Inspection	
10/31/2026	BL25-0026	TESTING THE TESTER	50 B B B	Home Occupation - Low Impact	-	records 1 to 1 of 1

expirindlicenses

9. If you run into any problems or have questions, please contact Ben Muhlestein. [bmuhlestein@blanding-ut.gov](mailto:bmuhlestein@blanding-ut.gov).