



## 2026 OCCUPATIONAL TAXES AND ALCOHOL LICENSE RENEWAL OVERVIEW - NEW PROCESS

Powder Springs partnered with OpenGov in 2025 to implement a more efficient, cost-saving, paperless solution for our business community to renew their Occupational Tax Certificates and Alcohol Licenses. The renewal process is completely online. There is no need to mail, email or come in person - just have an email address and you are ready to go at your convenience.

By modernizing our licensing software, the City can better serve its growing population and future renewal campaigns will be streamlined with retained information to reduce recurring data requirements for our applicants.

OpenGov also provides applicants with real time status of their renewal process through immediate email notifications and anytime access to your account through the City's OpenGov portal.

Additionally, payment processing is housed inside the software providing a seamless process from start to finish.

Please take time to review the FAQ sheet to learn more about your engagement with our new software.

Also included are basic instructions to help you get your renewal started. Throughout the software, there are help text boxes to provide more guidance. When you see a blue question mark with a circle around it, there is more direction available. Many pages also provide an overview of how/what is needed to complete the step.

Please plan to complete your renewal via the portal. Should you have a question, please email [licensing@powderspringsga.gov](mailto:licensing@powderspringsga.gov).



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