



November 16, 2021

Dear Business Owner:

In September 2020, the SC General Assembly passed the SC Business License Standardization Act (Act 176), which streamlines the business license process by creating the same process for taxing jurisdictions across the state. As a result, the City is required to update its business license ordinance to comply with the new law, which goes into effect on January 1, 2022.

What is changing? Statewide changes mandated by Act 176 include:

- Standard license year of May – April 30
- Standard renewal date of April 30
- Standard application (*the City will also continue accepting its existing business license application*)
- Standard definition of gross income
- Standard business classifications based on the North American Industry Classification System (NAICS)
- Standard appeals process
- Creation of an online business license renewal payment portal called the Local Business License Renewal Center, hosted and managed by the SC Revenue and Fiscal Affairs Office (*the City will also continue providing its existing online payment portal for your convenience*)

Below is what you can expect going forward:

- Your business license renewal deadline will be extended to April 30, 2022
- For the 2022 renewal, you will report your gross income based on the 2021 calendar year (January-December)
- The 2022 business license renewal applications will be mailed out in late January and the City will begin receiving renewal payments in February
- Resident businesses that pay before the last day of March will still be eligible for a 2% early discount
- Effective December 2, 2021, the City will begin charging a service fee of 2.65% on all debit/credit card payments (includes payments made in person, by phone, by fax, by mail and online)
- Businesses that renew online using the City's payment portal will be charged a 2.65% service fee (no cap) for all debit/credit card payments; businesses that renew online using the state's payment portal will be charged a 2.9% service fee, plus \$0.30 for each card transaction (no cap)

We will provide additional information with the 2022 business license renewal application and instructions. In the meantime, please feel free to contact the Business License Office at (864) 467-4505 with any questions you may have.

Sincerely,

Jodie Dudash
Revenue Administrator