

2025 Business Licence Renewals

With the disruption to Canada Post mail services, the City of Parksville is unable to mail the invoices for 2025 business licence renewals.

Business owners may obtain their renewal invoice from the City Hall administration office during regular business hours (8 am to 4 pm, Monday to Friday). Business owners may also email biz@parksville.ca and a copy of the renewal invoice will be emailed. Once the Canada Post strike is concluded, all invoices will be mailed to business owners.

Business licence renewals are due January 31, 2025, and may be paid as follows:

- Credit card (Visa or Mastercard) payments from the [City's website](#) [*Online Services>Online Payments*]
- By mail (P O Box 1390, Parksville V9P 2H3)
- Dropbox at City Hall (100 Jensen Avenue East)
- In-person at City Hall (Monday to Friday, 8 am to 4 pm)

Direct questions to biz@parksville.ca or 250 954-4650.

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For more information:

Deb Tardiff, Manager of Communications
communications@parksville.ca
250 954-3073

*The City of Parksville is located on the traditional territory of the Coast Salish Nations,
home to the Snaw-Naw-As First Nation and the Qualicum First Nation.*