



### **City of Geneseo License Application Instructions**

Microsoft System

Go to: [cityofgeneseo.com](http://cityofgeneseo.com)

Go to: Resident Resource Tab

Go to: City Clerk

Select License Application

Download PDF Application to your computer

Fill in Fillable PDF Application

Print and sign the application

Scan the signed application into computer and attach to an email.

Attach the supporting documents to the email with the completed application

Send email to [lphypo@cityofgeneseo.com](mailto:lphypo@cityofgeneseo.com) for completeness review and processing

### **To Make a License Payment**

Go To: Resident Resource Tab

Go To: City Clerk

Go To: Online License Payment Tab

You will be Linked to Express Bill Pay to pay your fees