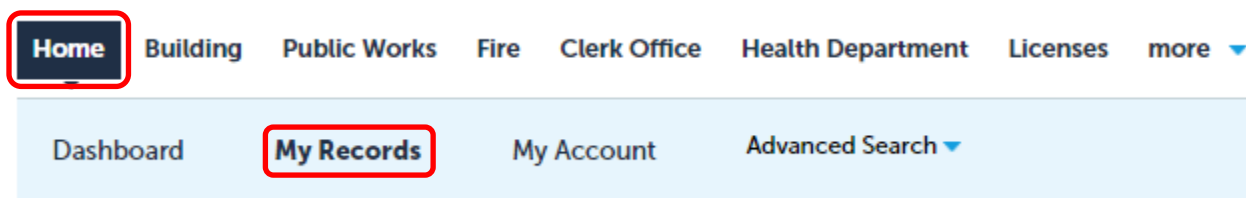


How to renew a Commercial Landscaper License online

1. Using your web browser, go to <https://www.brooklinema.gov/Permit>
2. Once you have reviewed the online renewal guide click the **Open Accelea** button:
3. If you have not registered with the online system yet, click the [Register for an Account](#) link. For instructions on registering, please see <https://www.brooklinema.gov/DocumentCenter/View/12298>



4. Once you have logged in, choose the **My Records** list from the **Home** menu and click the triangle next to **Public Works**:



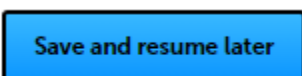
Public Works

Showing 1-10 of 14 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Expiration Date	Status	Action
<input type="checkbox"/>	03/03/2020	LB-2020-000001	Commercial Landscaping License	03/15/2021	Active	Renew Application

and then click the **Renew Application** link under the **Action** menu. **IMPORTANT:** If you do not see your record here, please email basupport@brooklinema.gov to link your license to your web account.

5. If there are any changes to the information on your license, please update as appropriate and then scroll to the bottom and click **Continue Application**:



6. After reviewing all information provided, read the Certification and check the “I agree” box. Then click **Continue Application**

I hereby certify under the pains and penalties of perjury that if the permit is granted I, or my designee, will train all employees as to the provisions of Article 8.31 and the corresponding Rules and Regulations.

I submit this application with an attestation that all of the information is true and accurate and sign under the pains and penalties of perjury.

By checking this box, I agree to the above certification.

Date:

[Save and resume later](#) [Continue Application »](#)

7. Pay for your application

Application Fees

Fees	Qty.	Amount
Commercial Landscaping Permit	1	\$25.00

TOTAL FEES: \$25.00
Note: This does not include additional inspection fees which may be assessed later.

[Continue Application »](#) [Continue Shopping »](#)

8. Once you click the green **Process Payment** button, your renewal is submitted.