



Auditing the Status of Your License Portfolio

A “Best Practice” Tip from CSC

Are you confident that your organization has all the licenses and permits it needs? Are your licenses in good standing?

Learn How to Audit the Status of Your Portfolio of Business Licenses, Permits, and Tax Registrations:

1. **Gather the information you need** from the various licensing authorities at the federal, state, county, and municipal levels.
2. **Contact each licensing authority** to confirm its current requirements.
3. **Confirm the status** of each of your licenses with the proper authority.
4. **Take corrective action** immediately if any licenses have lapsed.
5. **Reduce your risks** by filing applications for any missing licenses.
6. **Reduce your costs** by identifying any licenses that are no longer required and allowing them to lapse.

License Auditing Services from CSC

Would you rather leave the work and complexity of auditing your portfolio to CSC? We can save you time while still taking care of one of your most complicated compliance requirements.

Our Comprehensive Business License Solutions

CSC offers:

- A Business License Research & Compliance Package
- Preparation and filing services
- Portfolio management solutions
- License verification services
- Audit & gap analysis services
- Fully managed license outsourcing

For more information, call **800.905.6584** or e-mail corpservices@cscinfo.com.