In response to the COVID-19, and due to the agency complex being closed to the public the department is operating 5 days a week, but can only schedule appointments on Mondays, Wednesdays, and Fridays between 8:00 am to 5:00 pm. On Tuesdays and Thursdays, we will be limited to working with you thru mail or emailed documents. Yakama Nation has not determined a full return to work and reopening plan for the Yakama Nation’s governmental facilities.

**DEPARTMENT OF LICENSING**

**Scheduled Appointments for Monday, Wednesday, and Friday only (excluding holidays)**

30 min. appointment time slots: 8:00-11:30am and 1:00-4:30pm

Designated parking spots in the front of the Building (Auditorium) are reserved for DOR appointments and same-day appointments!

Please call upon arrival to notify staff

(509) 865-5121 EXT. 6091, 6028, 6069, 6037

\*Appointments will take priority; walk-ins will be taken on a case-by-case basis

**Appointment Cancellation: Please call us even when you cannot make your appointment or to reschedule so we can fill those time slots with other constituents.**

**FEES:**

New Plates/ Renewal: $30.00 (Personal)

 $55.00 (Commercial)

Transfer plates: $15.00 for Valid Tabs

Transfer/Renewal: $30.00 for Expired Tabs

**IMPORTANT NOTICE ABOUT PAYMENT METHODS:**

* **CHECK OR MONEY ORDER ONLY**, Payable to Yakama Nation Department of Revenue.
* Do not send in a blank check or money order, otherwise, we will not know who paid and for which services.
* Be sure to write in the check/M.O. memo: Examples: Plate # renewal, New Plates, Transfer plates, 1st, 2nd, 3rd, or 4th Qtr. Closed Area Permits, FY 21 Business license, etc.
* **EXACT CASH PAYMENT** *(WE CAN’T MAKE CHANGE AT THIS TIME)*

**Here are some things you can do:**

* 1. MAIL or EMAILING your documents for processing is strongly encouraged BEFORE your tabs or permits expire.
	2. REQUEST ANY APPLICATION VIA EMAIL OR MAIL
		1. Business License application - **fee: $205.00**
		2. Courtesy permit application (Family) - **fee: $55.00**
			1. **fee for *Permittee 55 or older*: $5.00**
		3. Courtesy permit application (Work) - **fee: $55.00**

**Documents and IDs must be legible. If not legible, the forms will be sent back.**

**The following services are temporarily suspended until further notice:**

1. Vendor Permit Applications
2. Dance Permit Applications

**We appreciate your patience as we continue to process everything in the order received.**

**CONTACT INFORMATION:**

**Mailing Address:** P.O. Box 151 Toppenish, WA 98948

**Department Email**: Revenue@yakama.com

**Department extensions**: Ext. 6091 - MVRP

Ext. 6028 - CLOSED AREA PERMITS

Ext. 6069 - BUSINESS LICENSE/ART. OF INC.

Ext. 6037 – TREATY DISTRIBUTION

**Continue to stay informed for further updates on Yakama Nation Website or Facebook Yakama Info page.**