



**PHENIX CITY**  
*Alabama*

**FINANCE DEPARTMENT**

601 12th Street | Phenix City, AL 36867 | Ph: 334-448-2730 | Fx: 334-448-2731 | phenixcityal.us

**DR. R. GRIFF GORDY**  
Councilmember At Large

**STEVE BAILEY**  
Councilmember District 1

**EDDIE N. LOWE**  
Mayor

**VICKEY CARTER JOHNSON**  
Councilmember District 2

**ARTHUR L. DAY, JR.**  
Mayor Pro Tem / District 3

WALLACE B. HUNTER, City Manager  
MELONY LEE, City Clerk  
LABRITA KING COPELAND, Finance Director

## **MEDIA RELEASE**

### **Finance Department | Revenue Collection**

In light of the COVID-19 Pandemic, the City of Phenix City Finance Department will be closing the Revenue Collection Windows located in the Utilities Lobby to the general public beginning Monday, March 23, 2020. This preventative measure is being taken to maximize the health and safety of our employees, as well as the general public.

During this closure, business that need to renew their business licenses may email their renewal forms to [revenue@phenixcityal.us](mailto:revenue@phenixcityal.us), or mail them to:

Finance Department  
ATTN: Revenue Collection  
601 12<sup>th</sup> Street  
Phenix City, AL 36867

Businesses wishing to apply for a new business license during this time may download a Business License Application located at <https://phenixcityal.us/finance/license-revenue/business-licenses/>, and email the completed form to [revenue@phenixcityal.us](mailto:revenue@phenixcityal.us), or mail a copy to:

Finance Department  
ATTN: Revenue Collection  
601 12<sup>th</sup> Street  
Phenix City, AL 36867

We appreciate the patience and understanding of our businesses during this uncertain time. Please visit the city's website at <https://phenixcityal.us/COVID19> for the latest updates regarding the Finance Department, as well as other city facilities.