Instructions on Submitting Liquor Fees

Liquor Enforcement Division

Obtain the license number from the Liquor Enforcement Division (LED) or the Greeley City Clerk’s Office

* Go to the payment portal on the LED website:

<https://secure.colorado.gov/apps/payport/online/selectServiceType.jsf>

* Select Liquor License and Permit Payments

Complete the fields

* DBA - this is the dba submitted on your application
* License/Permit Number - this is the number provided by the LED or Greeley City Clerk’s Office and usually starts with a 03, or 04
* Payment Type – select the appropriate box
* Price – enter the amount to be paid
* Follow the prompts to finalize payment