



CITY OF WASILLA

Finance Department
290 East Herning Avenue
Wasilla, Alaska 99654-7091
Phone (907) 373-9080 Fax (907) 373-9085

Create a New Business for existing user login- Registration Steps

1. Go to <https://wasilla.munirevs.com>
2. On the left-hand side, click on the green “Go” button for Existing Users.
3. Enter your email address and Password
4. In the Business Center scroll down to the area just below Manage Your Account(s) that says “Add or remove accounts from your user login..”
5. Scroll down to bottom of the next page and select “I have a new business and I need to apply for a new license or tax exempt card” in red letters.
6. Enter the new business name, and the physical location of the business. If there is a location in the City, enter that location, if there is no location in the City enter the main physical address of the business. Select the Orange Continue Button. The system will ask you to validate the address and will provide a list of choices if located in the Matanuska Susitna Borough. If the location is not in the Mat-Su Borough, select “No Physical Address”. If the address is in the Mat-Su Borough and it does not populate the address you entered in the results after verifying you have entered the correct address and format, select “Address Not Found”. Press Continue Button in Orange.
7. If the location validated above is located in the City or the business is a mobile food vendor, City permitting may be required. If you have not already contacted the Planning Department, please do so by phone at 907-373-9020 or planning@cityofwasilla.gov to inquire if permit is required and instructions to apply.
8. Answer all required questions in the Initial Account Questionnaire and click to orange submit button. This will determine what type of application(s) the City will assign to your account. Once we receive the questionnaire, we will assign the proper application(s) and confirm creation of the account. You will receive an email indicating the account registration has been received and you can login to fill out the business license application and pay the required fee.

Need assistance? No problem.

For tax-related questions and/or system-related questions, please contact:

City of Wasilla Finance Department
Monday-Friday 8am – 5pm (excluding holidays)

Phone: (907) 373-9088

Email: salestax@ci.wasilla.ak.us

For system-related questions (registration, user setup, profile update, navigating site, finding forms, etc.), please contact:

MUNIREvs

Monday-Friday 6am – 3pm (excluding holidays)

Phone: (888) 751-1911

Email: support@munirevs.com

Thank you for your patience as we transition to this online system and for choosing to do business in our community.

Regards,

Joan Miller
Finance Director