

CITY OF GREENWOOD BUSINESS LICENSE APPLICATION

SECTION 1. In accordance with Chapter 605 of the Code of Ordinance for the City of Greenwood, Missouri, every person, whether or not located in the City, except those covered under Section 71.620 RSMo, desiring to engage in any business, profession or occupation including building contractors and subcontractors in the City shall be required to obtain an occupation license before engaging in such activity. A copy of Chapter 605 may be obtained by request. All Business Licenses are \$50 per year and expire on March 31 of each year. The Business License fee shall not be pro-rated.

SECTION 2. The following items are to be acquired by the applicant prior to issuance of any license:

1. Certification by the City of Greenwood that this Business meets City Zoning and Building Codes. Greenwood Business's may require a physical inspection.
2. Certification by the Licensing Officer/City Clerk that all debts owed to the City including taxes and users fee's are paid.
3. If you are a contractor in the construction industry, you must supply the City with either a Certificate of Insurance for Workers' Compensation Coverage or an Affidavit, the form of which shall be developed by the Division of Workers Compensation, signed and notarized by the applicant attesting that the contractor is exempt. Required Per Revised Missouri State Statue 287.061. If you are a contractor or subcontractor a business license is required before any inspections will be performed.
4. ALL ELECTRICAL, PLUMBING AND MECHANICAL CONTRACTORS MUST PROVIDE PROOF OF A MASTERS LICENSE.
5. If your are a retailer, you must submit a copy of your State of Missouri Sales Tax License *each year* with your renewal .
6. If you are a retailer (collect and remit sales tax), you must submit a statement of NO TAX DUE from the Missouri Department of Revenue pursuit to Missouri Revised Statues, chapter 144, sec. 144.083. (<http://dor.mo.gov/business/sales/notaxdue/index.php>)
7. License fee of \$50.00 has been paid in full.

SECTION 3. Following completion of application, please allow a minimum of 72 hours for processing time.

DATE: _____ NAME OF BUSINESS _____ BUSINESS PHONE _____

PHYSICAL ADDRESS OF BUSINESS: _____

MAILING ADDRESS: NAME _____ ADDRESS _____

TYPE OF BUSINESS: *Please check the categories that best describes your business:*

- | | | | |
|--|--|--|--------------------------------------|
| <input type="checkbox"/> Construction | <input type="checkbox"/> Wholesale | <input type="checkbox"/> Arts/Entertainment/Recreation | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Service | <input type="checkbox"/> Retail | |
| <input type="checkbox"/> Finance/Insurance/Real Estate | <input type="checkbox"/> Transportation and Public Utilities | <input type="checkbox"/> Foodservices and Accommodations | |

EMAIL ADDRESS: _____

DESCRIBE NATURE OF BUSINESS: _____

MO SALES TAX ID# _____ FEDERAL TAX PAYER ID/S.S.# _____ NO. OF EMPLOYEES _____

LEGAL NAME OF OWNER _____ ADDRESS _____ PHONE _____

EMERGENCY CONTACT _____ ADDRESS _____ PHONE _____

(PLEASE COMPLETE APPLICATION ON THE REVERSE SIDE)

OVER





BUSINESS LICENSE APPLICATION

City of Greenwood, Missouri

709 W. Main Street
Greenwood, MO 64034
Phone: 816-537-6975 x101 Fax: 816-537-7461
email: cityclerk@greenwoodmo.com

§605.025: LICENSURE REQUIREMENTS: No license shall be issued, renewed or reinstated for any business, occupation, profession, trade, or avocation whose lands, premises, buildings or structures in which they operate or maintain stores of goods, supplies or equipment are not in conformance with all applicable zoning and building code requirements. No license shall be issued, renewed or reinstated for any business, occupation, profession, trade, business or avocation not possessing any and all licenses, certifications, permits or other applicable authorization required by Federal, State or County laws or regulations. Each applicant for a license shall complete a form as prescribed by the City Clerk.

§500.080 D.: ALL ELECTRICAL, PLUMBING AND MECHANICAL CONTRACTORS MUST PROVIDE PROOF OF A MASTERS LICENSE. A license cannot be issued unless supporting documentation for the appropriate classification of contractor's license is on file in the City Clerk's Office.

NOTE- AS REQUIRED §287.061 RSMo. (1) any city which issues an occupational or business license for a contractor in the construction industry shall require a certificate of insurance for workers' compensation coverage or an affidavit signed by the applicant attesting that the contractor is exempt (2) any applicant who fails to comply with the provisions of subsection 1 of this section shall be denied such a license until he furnishes a certificate of insurance, (3) it is unlawful, pursuant to section 287.128, for any contractor to provide fraudulent information pursuant to this section, and (4) nothing in §287.061 shall be construed to create or constitute a liability to or a cause of action against a city or county in regard to the issuance of any license.

REQUIRED CERTIFICATIONS:

Applicant: I, _____, am authorized by the applicant to sign on his/her/its behalf and have read fully and completely this application and all laws or ordinances referred to herein. The information contained herein is true, correct, and complete to the best of my knowledge, information, and belief.

Signature of Applicant

Date

CITY STAFF

Director of Building and Zoning: I hereby verify that the subject premises is located in a zoning district which permits such use and has been inspected and that it meets all required codes of the City of Greenwood.

Not Applicable: This is a contractor or non city based business

Director of Building & Zoning

Date

NOTES

(PLEASE COMPLETE APPLICATION ON THE REVERSE SIDE)

