



No. _____
Application for an
Occupation License

Business Name / Trade Name of Applicant / DBA		Number of Employees	
Business Address _____			
City	State	Zip Code	
Business Telephone		Business E-mail	
Nature of Business (Wholesale, Retail or Service)		Business Type (e.g. drug store, restaurant, grocery)	
Missouri Retail Sales Tax Id. No. _____			

Applicant/Owner's Name _____ Date of Birth _____

Applicants Address _____

City State Zip Code

Applicant's Driver's License # _____ or Attach W-9*

Applicant Telephone

Applicant E-mail

Return original and required documents with appropriate fee to:

City of Smithville, 107 W. Main St., Smithville, MO 64089

Phone 816-532-3897 E-mail Development@Smithvillemo.org

Required Documentation:

- | | |
|--|--------------------------|
| Retail Sales License (<i>Attached</i>) | <input type="checkbox"/> |
| State No Tax Due Statement | |
| dated w/in 90 days (<i>Attached</i>) | <input type="checkbox"/> |
| Occupancy Certificate (<i>zoning compliance</i>) | <input type="checkbox"/> |
| Workmen's Compensation (<i>Attached</i>) | <input type="checkbox"/> |
| Completed W-9 (or copy of Driver's License) | <input type="checkbox"/> |
| Food Service Inspection Report (<i>Attached</i>) | <input type="checkbox"/> |

All Contractors must also provide:

- | | |
|-----------------------|--------------------------|
| Master's Licenses for | |
| Electrical | <input type="checkbox"/> |
| Mechanical | <input type="checkbox"/> |
| Plumbing | <input type="checkbox"/> |

Contractors who work in Right of Way:

- | | |
|-----------------------------|--------------------------|
| General Liability Insurance | <input type="checkbox"/> |
| (\$2.5 mil Min. Coverage) | |

LICENSE FEE:

Application Date:

December 1 – February 28: **\$75.00**

March 1 – May 31: **\$50.00**

After June 1 – November 30: **\$25.00**

Licenses Expire on November 30th.

Renewal price based upon gross receipts.

Application is not complete without all required documentation attached. The applicant does hereby certify that all information is complete and accurate.

Applicant's Signature