

# Applicable City Ordinances (partial list)



## Section 22-1.5: Violation declared

It shall be unlawful to engage in any occupation, trade, enterprise or business for which a license is required under the chapter without first paying the appropriate license fee and obtaining the applicable business license as required by this chapter.

## Section 22-56: defines business

As used in this division, the term "business" shall mean the engaging in the sale or the selling of any goods, wares, merchandise or the performing of any service anywhere, or at any store, stand, or place occupied and maintained for that purpose within the city limits.

## Section 22-65: License year; penalty (b-c):

(b)-Any business required to have a license pursuant to the provisions of this chapter which has not purchased a license within thirty (30) days of the commencement of business shall be required to pay double the applicable license fee as required by this chapter. (c)-After ninety (90) days the applicant shall be required to pay quadruple the applicable license fee.

## Section 22-66: Issuance to debtor prohibited

No license required under the provisions of this division shall be issued to any person if such person is in arrears in the payment of any tax, fee or other charge due to the city.

## Section 22-67: License multiple locations

No license granted by virtue of this division [chapter] shall authorize any person to deal in selling of goods, wares and merchandise at more than one (1) place in the city at the same time, and each such place of business shall be licensed separately.



## License Fee's (Partial list)

General/Gross Volume		
Under	\$ 50,000	\$ 20.50
\$ 50,000 TO	\$ 99,999	\$ 40.50
\$100,000 TO	\$149,999	\$ 60.50
\$150,000 TO	\$199,999	\$ 80.50
In Excess	\$200,000	\$100.50

Plumber (testing results required)	\$ 10.50
Electrician (testing results required)	\$ 10.50
Insurance Agency	\$ 35.50
Real Estate Agency	\$ 35.50
Pest Control (\$25,000 liability insurance)	\$ 35.00
Tree Service (\$25,000 liability insurance)	\$ 35.00
Carnival/6 days or less (\$500,000 liability insurance)	\$100.00
Circus/per day (\$500,000 liability insurance)	\$ 50.50

## Solicitor/Itinerant Merchant

Itinerant Merchant	\$ 50.00
Background/fingerprint (\$25,000 liability insurance)	\$ 50.00
Solicitor	\$ 35.00
Background/fingerprint (\$25,000 liability insurance)	\$ 50.00

## CONTACT INFORMATION

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 Warrensburg, MO 64093  
 Phone: 660-747-9131  
 Fax: 660-747-8927



## **BUSINESS LICENSE INFORMATION**



*Any person engaged in business as a contractor in the construction industry must provide a certificate of coverage for workers' compensation or an affidavit of exemption.*

*All applicants conducting business where goods are sold at retail must provide a statement from the Department of Revenue stating no tax is due.*

*Business's that operate out of a residence are required to submit a registration for home occupation.*

Any business operating within the city limits of Warrensburg is required to obtain a business license. This pertains to any business selling a product or providing a service of any kind (even if their business location is not within the city limits).

Some businesses are required to obtain a license that requires liability insurance and a background check of the applicant to insure public safety such as a door to door solicitor.

In the event the business wishes to sell/serve alcohol a separate application process is needed to obtain the licensing.

A general license application, partial fee list and applicable ordinances are provided with this brochure.

A complete list of fees and information are available from the City Collector in the upper level of City Hall 102-A S. Holden St., Monday through Friday, 8:00 a.m. to 5:00 p.m.





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## Business License Application

- ▶ Any person engaged in business as a contractor in the construction industry must provide a certificate of coverage for workers' compensation or an affidavit of exemption.
- ▶ All applicants conducting business where goods are sold at retail must provide a statement from the Department of Revenue stating no tax is due.

### Business Information

Date of Application: \_\_\_\_\_ Missouri Sales Tax #: (include current certificate of no tax due)

Name of Business: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Business Phone #: \_\_\_\_\_

Will business location be in a residence within the city limits of Warrensburg? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes a Registration for Home Occupation must be submitted with application

If business is retail will cigarettes be sold? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes a Cigarette Permit application must be submitted

Physical Location Address: \_\_\_\_\_

City — State — Zip Code: \_\_\_\_\_

Mailing Address: (if different from above) \_\_\_\_\_

City — State — Zip Code: \_\_\_\_\_

### Owner/Manager Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Current Address: \_\_\_\_\_

City — State — Zip Code: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

Estimated Gross Volume (not net profit)	Under	\$ 50,000	fee	\$ 20.50
	\$ 50,000	to	\$ 99,999	fee \$ 40.50
	\$100,000	to	\$149,999	fee \$ 60.50
	\$150,000	to	\$199,999	fee \$ 80.50
Check Applicable Line	In Excess	of	\$200,000	fee \$100.50

### Accounts of Business Subject to Inspection for Gross Volume Verification

- ▶ Are you required to obtain Workers' Compensation Insurance? Yes: \_\_\_\_\_ No: \_\_\_\_\_
- ▶ Construction industry must provide proof of insurance or a notarized affidavit of exemption.
- ▶ (provided with application) License will not be issued without documentation. Ordinance 22-76

The undersigned certifies the above information to be true and correct according to the undersigned's best knowledge and belief. I further certify that I am not in arrears in the payment of any tax, fee or other charge due to the city.

\_\_\_\_\_ Applicant's Signature & Date

CITY INFORMATION	License#:
Amount Paid: \$ _____	Date Paid: _____