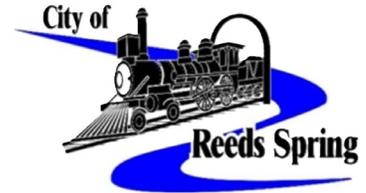


# City of Reeds Spring

21016 Main Street / P.O box 171  
Reeds Spring, Missouri 65737  
(417) 272-3309



Dear Business Owner,

A Business License is required for any business, trade, or profession, as defined by the State Legislature in Missouri Revised Statutes Section 94,270, legally conducting business within the limits of the City of Reeds Spring. This does include business from outside the city limits who also conduct business within the city limits.

Attached is a Business License Application. Please complete and return this form to the Reeds Spring City Clerk, along with the following:

- A signed W-9 for the current year
- A copy of your State of Missouri Tax ID Exemption letter. (For Non-Profit Business)
- A copy of your Missouri Retail Sales License. (For business that charges sales tax on goods.)
- A copy of your Missouri business registration from the Secretary of State.
- A copy of your Worker's Compensation Insurance Certificate or an Affidavit of Exemption for Worker's Compensation Insurance Minimum coverage \$1,000,000
- A Certificate of General Liability Insurance Minimum coverage \$1,000,000 / \$2,000,000
- A Certificate of Vehicle Insurance Minimum coverage \$1,000,000
- A Certificate of Umbrella Liability Insurance Minimum coverage \$5,000,000

I now have web access with the Missouri Department of Revenue to verify that each applicant has no outstanding sales, use, or withholding tax debt. This verification ensures that all applicants are compliant with state tax laws, which are crucial for maintaining fair business practices. If a "no tax due" response is not received, your application will be denied.

Any business within a building or structure that serves customers in said building or structure is required to have the City Inspector certify the premises. Applicants must get a City Safety and Fire Inspection Certificate before receiving a Business License for retail locations. Renewals will be subject to an inspection annually, at the direction of the City Building Inspector.

The cost of a City Business License is as follows:

Business requiring Safety Inspection Certificate.....	\$35.00/year
All other businesses.....	\$35.00/year

Each business shall display its license in a prominent place on the premises and in such a manner that it can always easily be seen. Those licenses who do not have a physical location within the city limits shall have the license with them and are readily available when conducting their business in the City of Reeds Spring. The license must be shown to any City officers having authority to enforce the City's Business License Ordinance and, upon request, to persons with whom they are conducting business.

All Licenses are valid from February 1<sup>st</sup> to January 31<sup>st</sup> yearly and are required to be renewed on or before February 1<sup>st</sup> of each year.