



2348 Brentwood Boulevard
Brentwood, Missouri 63144
(314) 962-4800

BUSINESS LICENSE APPLICATION and TAX RETURN

Please Check One

- NEW APPLICATION
- CHANGE OF OWNER
- CHANGE OF ADDRESS
- CHANGE OF BUSINESS NAME

PLEASE TYPE OR PRINT CLEARLY:	• OFFICIAL USE ONLY •
Business Name _____	BUSINESS LICENSE NO. _____
Business Location _____ <small>(Not P.O. Box)</small>	EXPIRATION DATE _____
City _____ State _____ Zip _____	TOTAL AMOUNT PAID \$ _____
Mailing Address _____ <small>(If Different)</small>	DATE PAID _____ <input type="checkbox"/> CASH <input type="checkbox"/> CHECK
City _____ State _____ Zip _____	APPROVED _____ 20 _____
Bus. Phone () _____ Bus. Fax () _____	BLDG. INSP. _____
E-Mail Address _____ Website: _____	ZONING ADM. _____
	FIRE MARSHALL _____

Start Date _____	Description of Business _____
Ownership: <input type="checkbox"/> Corporation <input type="checkbox"/> Ltd. Liability Corp. <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Trust	
State Lic. No. _____	License Type _____ Expiration Date _____
MO Sales Tax No. _____	

ENTER BELOW NAMES OF OWNERS, PARTNERS, OR CORPORATE OFFICERS - ATTACH ADDITIONAL PAGE IF NECESSARY

Owner/Corporate Name _____	Title _____
Home Address _____	Phone () _____
City _____ State _____ Zip _____	Cell Phone () _____
Social Security No. _____ Driver's License No. _____	
Manager Name _____	Title _____
Home Address _____	Phone () _____
City _____ State _____ Zip _____	Cell Phone () _____
Social Security No. _____ Driver's License No. _____	

IN CASE OF EMERGENCY, PLEASE CONTACT (Evening / Weekend):

Name _____	Title _____	Phone () _____
Address _____		Cell Phone () _____

PLEASE CALCULATE AMOUNT DUE BY ENTERING INFORMATION BELOW AND SIGN	
<p>I declare under penalty of perjury, that the information given above is true, correct and complete to the best of my knowledge, information and belief. I agree to comply with all applicable fees, ordinances and regulations pertaining to the operation of this business.</p> <p>➔ Signature of Owner or Representative _____</p> <p>Print Name _____</p> <p>Date _____ Title _____</p> <hr/> <p>No. of Employees at Brentwood Location <input style="width: 50px; height: 20px;" type="text"/></p> <p>FOR CONSTRUCTION BUSINESS ONLY: One or more employees requires a Certificate of Workers' Compensation Insurance</p> <hr/> <p style="text-align: center;">RETURN COMPLETED APPLICATION TO ABOVE ADDRESS AND MAKE CHECK PAYABLE TO THE CITY OF BRENTWOOD YOUR LICENSE WILL BE MAILED TO YOU</p>	<p style="text-align: center;">• SEE REVERSE SIDE FOR LICENSE CATEGORIES •</p> <p>NOTE: If license is applied for in the third quarter of the calendar year multiply amount due by 1/2, fourth quarter by 1/4.</p> <p>Calculation of Fee for Merchants, Manufacturers and Service Occupations</p> <p>Gross Receipts Based on Calendar Year Sales are \$ _____</p> <p style="padding-left: 40px;">Gross Receipts / \$1,000.00 x \$1.25 = \$ _____</p> <p style="text-align: right; padding-right: 20px;">(\$50.00 Minimum)</p> <p>Calculation of Fee for Home Occupations</p> <p>Gross Receipts Based on Calendar Year Sales are \$ _____</p> <p style="padding-left: 40px;">Gross Receipts / \$1,000.00 x \$1.25 = \$ _____</p> <p style="text-align: right; padding-right: 20px;">(\$10.00 Minimum)</p> <p>Calculation for Exception Businesses</p> <p>Square Feet _____</p> <p style="padding-left: 40px;">\$.10 per Square Foot = \$ _____</p> <p style="text-align: right; padding-right: 20px;">(\$50.00 Minimum)</p> <p>Flat Fee Businesses (see reverse side) \$ _____</p> <p style="text-align: right; padding-right: 20px;">(\$50.00 Minimum)</p> <p>Financial Business Fees</p> <p>Square Feet _____ Fee \$ _____</p> <p>(SEE REVERSE SIDE FOR FEE BASIS)</p> <p># OF ATM _____ x \$100.00 Fee \$ _____</p>

CITY OF BRENTWOOD - FEE SUMMARY

GROSS RECEIPTS

The following business shall pay \$1.25 on each \$1,000.00 or part thereof of gross receipts, as shown by the application with the minimum fee being \$50.00.

Manufacturer means every person who shall hold or purchase personal property for the purpose of adding to the value thereof by any process of manufacturing, refining or by the combination of different materials, or shall purchase and sell manufactured articles such as the manufacture or use in manufacturing.

Merchant means every person who shall deal in the selling or leasing of any goods, wares or merchandise at any store, stand or place occupied for that purpose within the city; and shall include any person conducting any business in the city who furnishes goods, wares and merchandise to customers in connection with contracts for services of any kind.

Motor Fuel means gasoline and all other volatile and inflammable liquid ordinarily, practically or commercially usable in internal-combustion engines for the generation of power.

Motor Fuel Dealer means any person who shall store for sale, delivery or other purposes, or who shall engage in the carry on, operating or conducting the business of selling any motor fuel in this city, either in the capacity of a filling station, gasoline station, public garage, repair shop or as a wholesale, bulk or other station of any character whatsoever, or who shall transport or have stored the same for the use of themselves or other persons in this city.

Service Occupation means all callings, businesses, dealers, trades, avocations, pursuits, occupations and enterprises, with the exception of merchants and manufacturers, and shall include the selling of goods, wares and merchandise other than from a store, stand or place of business in the city; persons dealing in or rendering services of any and all kinds to persons or property, and persons renting or hiring property or facilities to others, and those who conduct activities for which an admission is charged or consideration is received for attendance at performances, show, spectacles or other events, or for participation in contests or games or for use of facilities or accommodations operated or maintained by such person. The words "service occupation" as used in this article shall, when the context requires, be construed to mean persons engaged in a business defined in this article as a service occupation. (Code 1969, 20-41, 20-46, 20-51).

HOME OCCUPATIONS

The following businesses shall pay \$1.25 on every \$1,000.00 or part thereof of gross receipts, if gross receipts exceed \$14,000. Otherwise they shall pay a minimum fee of \$10.00.

This section shall also include all businesses, trades, avocations, pursuits, occupations, enterprises and activity carried on by a family, or member of a family, residing on the premises in a residential or multifamily area, to be known as a home occupation. The annual license fee to be paid by any home occupation shall be a minimum of ten dollars (\$10.00). If gross sales or gross receipts of a home occupation amount to more than fourteen thousand dollars (\$14,000.00) annually, the license fee shall be calculated the same as the license fee for merchants in subsection (a) of this section.

EXCEPTION BUSINESSES

The following businesses shall pay \$.10 per square foot, as shown by the application with the minimum fee being \$50.00.

Abstract Agency	Storage Facility	Insurance Company	Abstract Agency
Actuarial Firm	Travel Agency	Adjustment Agency	Nursery School
Architect	Warehouse (public)	Land Surveyor	Pawnbroker
Auctioneer (per day)	Food Storage Locker	Office	Parcel Deliver
Business School	Funeral Home	Swimming Pool	Pay Parking Lot
Collection Agency	Health Club	Title Insurance Agency	Publisher
Contractor	Home for the Aged	Mfg. Representative	Public Hall
Correspondence School	Insurance Agency	Mortgage Broker	Real Estate Agency
Employment Agency	Brokerage Agency	Moving and Storage	Ticket Agency
Engineer, Professional			Veterinarian

FINANCIAL BUSINESSES

Bank, Trust Company or Loan Agency (700 sq ft or greater)	\$3,000	Credit Union or Savings & Loan (700 sq ft or greater)	\$2,500
Bank, Trust Company or Loan Agency (699 sq ft or less)	\$ 500	Credit Union or Savings & Loan (699 sq ft or less)	\$ 500
Automated Teller Machine (ATM)	\$ 100 each		

FLAT FEE BUSINESSES

The license fee for certain businesses / occupations are as listed below.

Amusement Park	\$ 150.00	Pool Tables	\$ 75.00
Miniature Golf	\$ 150.00	Bowling Alley	
Barber Shop and/or Beauty Parlor		Per Lane	\$ 25.00
1 Chair	\$ 25.00	Food Caterer	\$ 25.00
2 or More Chairs	\$ 50.00	Clothier Cleaner	\$ 75.00
Billboard Poster	\$ 100.00	Dairy Truck (each)	\$ 25.00
Reporting Service	\$ 50.00	Photographer	\$ 50.00
Communication Tower/Antenna	\$ 5,000.00	Theaters	\$ 200.00
Launderette		Ice Cream Truck	
Per Machine	\$ 10.00	1/2 Year	\$ 15.00
Maximum	\$ 50.00	Per Year	\$ 25.00