

**Business License Renewal**  
 220 SE Green Street  
 Lee's Summit, MO 64063  
 Phone 816.969.1220 / Fax 816.969.1221 / [www.cityofls.net](http://www.cityofls.net)

Flat Branch Mortgage, Inc  
 Licensing  
 101 S 5th Street Suite 200  
 Columbia, MO 65201

**PLEASE NOTIFY US IF YOU DISCONTINUE YOUR BUSINESS.**

Please Update your Information. If there are changes to the information provided, please draw a line through and correct.

Physical Business Address: 3130 SW BLUE RIBBON ST LEES SUMMIT, MO 64082  
 Business E-Mail Address:: [licensing@fbhl.com](mailto:licensing@fbhl.com)  
 Legal Name of Business: (if different than DBA): Flat Branch Mortgage, Inc  
 Type of Organization: Real Estate, Rental, Leasing  
 Please provide your NAIC Code:

Renew on-line communications email address: [licensing@fbhl.com](mailto:licensing@fbhl.com)

**(If you would like to renew on-line, you must provide an email above. This email address could be different than the Business Email Address. This email address is the person that is responsible for Business Licenses/Renewals at your place of business)**

**\*\*IMPORTANT!** If you would like to RENEW your Business License online, please visit <https://devservices.cityofls.net/renew-business-license.html> for instructions.

Business Phone Numbers :

Primary	Cell	Fax
5734423850		

Contact Information :

Primary	Secondary	Emergency
Flat Branch Holding Company/Flat Branch Mortgage Inc Retirement Savings Plan Trust, Address :101 S 5th Street, Phone:(573) 442-3850	BETH LANGSTON, Address:3130 SW BLUE RIBBON, Phone:(816) 287-1024	Flat Branch Holding Company/Flat Branch Mortgage Inc Retirement Savings Plan Trust, Address:101 S 5th Street, Phone:(573) 442-3850

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# LEE'S SUMMIT MISSOURI

Dear Business Owner:

Enclosed you will find the **Business License Renewal Form** for the license year December 01, 2025 through November 30, 2026.

Please take a moment to review the information, particularly verifying the accuracy of the **Missouri Sales Tax ID** number and business address noting any corrections or additions.

Missouri Senate Bill 30 became effective January 1, 2009; requiring a statement of "No-Tax Due" from the Missouri Department of Revenue before the issuance of a business license by the City for any business engaging in retail sales. A business owner can enter their Missouri Tax Identification Number and PIN at <http://dor.mo.gov/business/sales/notaxdue/> to print their statement and include with the business license renewal. Business license renewals that are submitted without a no tax due certificate cannot be processed.

## BUSINESS LICENSE FEES INFORMATION

**As governed by City Ordinance #28-30, the base license fee is \$50.00. Businesses are required to have a separate license for each location.**

**All renewals not received by January 30, 2026 will be considered delinquent and subject to penalty. Penalty is 5% per month not to exceed 25%. Please make checks payable to "City of Lee's Summit".**

**\*\*IMPORTANT!** If you would like to **RENEW** your Business License online, please visit <https://devservices.cityofls.net/renew-business-license.html> for instructions.

If you will **not** be doing business in Lee's Summit during the next Business License year and you are not located in Lee's Summit, **please send notification**. If you should have questions regarding your renewal, please contact the Development Services Department at 816-969-1200.

**Thank you for your prompt attention.**