

Expiration date: 04/30/2016

Business License Renewal

220 SE Green Street / P.O. Box 1600 Lee's Summit, MO 64063 Phone 816.969.1220 / Fax 816.969.1221 / <u>www.cityofls.net</u>

SALON NUVO/TABITHA OELBERG TABITHA OELBERG 698 SE 3RD ST LEES SUMMIT, MO 64063

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: 698 SE 3RD ST LEES SUMMIT, MO 64063 Legal Name of Business: (if different than DBA): Type of Organization: Service Business Classification: 800 Beauty Shop/Manicurist/Foot Reflexologist E-Mail Address: Business Phone Numbers: _____ (MAIN) (CELL) (FAX) (1st) _____ (2nd) ____ Contact Name Address City - State Phone Number (1st) ______ (2nd) ______ (3rd) _____ Emergency Contacts: (1st) ______ (2nd) _____ (3rd) _____ Phone number

For businesses physically located in Lee's Summit this section MUST be completed

Has your Physical Address changed over the last year? Y or N (If yes complete Zoning Approval Form) Is business located in a Lee's Summit Commercial area or Residential? (circle)

Do you have an intrusion alarm? Y or N (circle)

Total Building Square Footage -

Employee Headcount for this location:

Full Time: Part Time:

Temporary:

IF DOING ANY RETAIL SALES (provide copy of current no sales tax due letter) -

IF PHYSICAL ADDRESS HAS CHANGED WITHIN LEE'S SUMMIT, PLEASE SUBMIT NEW ZONING FORM. Zoning forms located on website at www.cityofls.net

(Continued on back page)

CONTRACTOR LICENSING INFORMATION ****Contractors – please complete this section*** Please select type of contractor license requested-\$25.00 annual contractor license fee for each Class Class A – General Contractor: construct, remodel, demolish, repair any structure Class B – Building Contractor: construct, remodel, demolish, repair all structures not exceeding 3 stories in height Class C – Residential Contractor: construct, remodel, demolish, repair any single family, duplex or townhouse structure Class D – Mechanical Contractor: perform mechanical (HVAC) services Class D – Betetrical Contractor: perform plumbing services Please provide name of licensed representative (master) to be licensed:	
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February 18, 2016

Dear Business Owner

Enclosed you will find the **Business License Renewal Form** for the license year May 01, 2016 through April 30, 2017. 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/tax/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 June 30, 2016 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".

If you will <u>not</u> be doing business in Lee's Summit during the next Business License year and you are not located in Lee's Summit, <u>please send notification</u>. If you should have questions regarding your renewal, please contact the Development Center at 816-969-1220.

Thank you for your prompt attention.