

1-1-20 to 12-31-20

Business License Application

220 SE Green Street
Lee's Summit, MO 64063
Phone 816.969.1220 / Fax 816.969.1221 / www.cityofls.net

RECEIVED
JAN 15 2019
City of Lee's Summit
Development Center

PLEASE NOTIFY US IF YOU DISCONTINUE YOUR BUSINESS.

Date 1/7/2020
MM DD YY

New Business (Y/N) YES

In business since _____

ATwork Personnel Services
Common/Preferred Name of Business (DBA)

Employ Group Inc.
Legal Name of Business (if different than DBA)

Physical Business Address:

618 SW 3rd St. Unit D Lee's Summit MO 64063
Address City State Zip
816 222 4649 1562 400 5278 714 676 3944 joseem@atwork.com
Business Address Phone # Cell # Fax # Email

Mailing Address: (if different from Physical Address)

Contact Name for Mailing Address: Josee Minero ☐ DBA ☐ Legal Name ☐ Other ATwork
10350 Heritage Park Dr Suite 105 Santa Fe Springs CA 90670
Address City State Zip
816 222 4649 1562 400 5278 714 676 3944 josee@atwork.com
Mailing Address Phone # Cell # Fax # Email

Contacts:

■ Primary Contact: Josee Minero President / Owner
Name Title (Owner/Corp. Agent/Applicant)
10350 Heritage Park Ste 105 Santa Fe Springs CA 90670
Address City State Zip
816 222 4649 1562 400 5278 714 676 3944 joseem@atwork.com
Phone # Cell # Fax # Email
Date of Birth 1/24/62 178697405 CA.
MM DD YY Driver's License # State Issued

■ Secondary Contact:

Name Title (Owner/Corp. Agent/Applicant)
() () ()
Phone # Cell # Fax # Email

Type of Organization (check one): ☐ Individual ☐ Partnership ☒ Corporation ☐ LLC ☐ Other _____

Please complete this section if your business is physically located in Lee's Summit.

Check if applicable: This is a change in ☐ business name ☒ business ownership ☐ physical business address
Is business located in a Lee's Summit commercial area? N/A (if Y please complete a **Commercial Zoning Approval form**)
Is business located in a Lee's Summit residence? N/Y (if Y please complete a **Home Occupation Zoning Approval form**)
Do you have an intrusion alarm? N/Y (if Y please complete an **Alarm User Registration application**)
Total Building Square Footage 975 sq ft Missouri State Sales Tax Number 25607103
All applicants who make retail sales must submit a Missouri Department of Revenue Statement of No Tax Due with a date of issuance not more than 90 days before date of business license application/renewal. MDR can be reached at 573.751.9268.
Employee Headcount for this location: 1 Full Time _____ Part Time _____ Temporary _____

Please provide a general description or scope of work for your business (i.e. electrical contractor, doctor, retail store, etc.):

temporary + Direct Hire Staffing agency.

1. Select Business License Category or NAICS code that best describes your business (choose one that applies)

Category	NAICS Code	Category	NAICS Code
<input type="checkbox"/> Animal Services	81	<input type="checkbox"/> Massage Therapy Establishment	81
<input type="checkbox"/> Automobile Body/Repair Shop/Car Wash	81	<input type="checkbox"/> Motel/Hotel indicate # of rooms _____	72
<input type="checkbox"/> Automobile Sales	81	<input type="checkbox"/> Nursery, Greenhouse	44-45
<input type="checkbox"/> Bail Bondsperson	81	<input type="checkbox"/> Pay Day/Title Loan	52
<input type="checkbox"/> Bank, Credit Union, Finance Company	52	<input type="checkbox"/> Precious Metal Dealer/Pawnbroker	81
<input type="checkbox"/> Contractor - Class A, B, C, or D	23	<input type="checkbox"/> Real Estate Rental and Leasing	53
<input type="checkbox"/> Contractor - Other	23	<input type="checkbox"/> Recreation Business - Indoor/Outdoor	71
<input type="checkbox"/> Day Care Provider - General (7-12)	81	<input type="checkbox"/> Rental and Leasing	53
<input type="checkbox"/> Day Care Provider - Limited (1-6)	81	<input type="checkbox"/> Restaurant and Food Service	72
<input type="checkbox"/> Drinking Establishment	72	<input type="checkbox"/> Retail	44-45
<input type="checkbox"/> Funeral Home	81	<input type="checkbox"/> School, for profit	61
<input type="checkbox"/> Gas Service Station & Convenience Store	81	<input checked="" type="checkbox"/> Service Provider	81
<input type="checkbox"/> Grocers	44-45	<input type="checkbox"/> Service Provider with Retail Sales	44-45 or 81
<input type="checkbox"/> Hospital, Nursing Home, Retirement Home, Health	62	<input type="checkbox"/> Special Event	71
<input type="checkbox"/> Insurance	52	<input type="checkbox"/> Telephone Call Center	81
<input type="checkbox"/> IT Services	54	<input type="checkbox"/> Tow Service Provider	81
<input type="checkbox"/> Landscaping-Mowing-Tree Trimmer	81	<input type="checkbox"/> Transportation - Bus/Taxi/Limo/Rental Car	48-49
<input type="checkbox"/> Liquor Store	44-45	<input type="checkbox"/> Vending Machine	81
<input type="checkbox"/> Manufacturing	31-33	<input type="checkbox"/> Waste Management and Recycling Services	56
<input type="checkbox"/> Massage Therapist (may/may not own business)	81	<input type="checkbox"/> Wholesale Sales	42

2. The City may convert to e-billing in the future for some business types. Will you opt-in to the e-billing program?

☒ Yes - Business/Billing Email Address: joseem@kwork.com ☐ No

3. Lee's Summit locations: Who would be able to provide access to your building for City Emergency personnel?

Print names in order of preference to call first:

a. Name Shawn Meyers Tel # 816 368 2494 Alternate Tel # 660 909-3851
 b. Name Fred Minero Tel # 714 231-8641 Alternate Tel # 714 676 3998
 c. Name _____ Tel # () _____ Alternate Tel # () _____

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 - Electrical Contractor: perform electrical services
- ☐ Class D - Plumbing Contractor: perform plumbing services

☐ Please provide name of licensed representative (master) to be licensed _____ Phone # () _____

Email _____ Cell # () _____

☐ If renewal - provide 8 hours of CEU (please provide documentation of completion) or include optional in lieu of CEU fee of \$100.00 per license classification

FEE CALCULATION (please check those that apply):

- ☒ \$50 Business License Fee
- ☐ \$25 Contractor License Fee (\$25 for each license classification ie: Mechanical & Plumbing = \$50)
- ☐ \$100 Contractor fee in lieu of completion of 8 hours of annual continuing education (CEU) for each license classification

Penalty for delinquent license is 5% per month not to exceed 25%

Total fee

I declare under penalty of perjury that to the best of my knowledge and belief the statements made herein are true and correct.

Signature of Owner(s) or Corporation Agent/Owner _____

Title President

Date 1/7/2020

The filing of this application or the granting of a business license neither confirms nor approves the use of land as regulated under the provisions of the zoning code, and is further subject to all applicable federal, state and local laws and regulations which apply to specific occupations and businesses. Payment by Check - make check payable to City of Lee's Summit.

FOR OFFICE USE ONLY - License Effective from 1/1/20 to 12/31/20 Fee Remitted 50 License # LC80000033

**ZONING APPROVAL
FOR ALL BUSINESSES
EXCEPT HOME OCCUPATIONS**

DATE: 1-14-2020
APPLICANT: Josee Minero
BUSINESS NAME: Emploir Group Inc, dba AtWork Personnel Services
ADDRESS: 618 SW 3RD Street Unit D Lee's Summit MO 64063
TYPE OF BUSINESS: Temporary and Direct Hire Staffing Agency
TELEPHONE: 816-630-0942 ZONING DISTRICT: CP2
(To be completed by the Planning Dept.)

NEW BUSINESS X CHANGE OF ADDRESS
CHANGE OF OWNERSHIP

If applicable, what type of business previously occupied the space? (Include name of business if known)
I think it was State Farm. The previous leaser of the space is still in the building but downsized his
Space making the suite available for a new tenant.

If locating in a previously occupied space, are there any building structural, mechanical, plumbing or
electrical alterations or additions proposed? If so, please describe the nature of the alterations or
additions.
None, As Is.

**AFTER THIS ZONING APPROVAL FORM HAS BEEN SIGNED, AN
OCCUPANTIONAL/BUSINESS LICENSE APPLICATION AND FEE MAY BE ACCEPTED
FOR FINAL PROCESSING IN THE FINANCE DEPARTMENT AT LEE'S SUMMIT, MISSOURI
CITY HALL.**

NOTE: This form is required prior to acceptance of an application for an occupational/business license
and issuance of a temporary permit to operate if the business location is within the limits of the City of
Lee's Summit. New businesses with no physical location within the city do not require this form.

APPLICANT SIGNATURE

APPROVED BY:

DEPT. OF PLANNING & DEV.

CODES ADMINISTRATION

FIRE DEPARTMENT

☒ If checked, permits are required prior to
performing any framing, mechanical,
electrical or plumbing alterations or
additions.