



Dear Osage Beach Business Owner:

An application for your City of Osage Beach Business/Merchant License is attached. Please complete the following steps when applying for a 'new' license or 'renewing' your current license.

- Complete or edit your application, making any necessary changes.
- Make sure your alternate contact information is complete, (name and phone). In case of an emergency the police department may need to contact this individual.
- If this is a NEW license, please include a copy of your State of Missouri Retail Sales Tax License *(Only required if you collect retail sales tax.)* This document should also reflect that your business is registered within the city limits of Osage Beach. (RENEWAL licenses are not required to provide this information.)
- Include a 'No Tax Due Certificate' from the Missouri Department of Revenue. You may contact the department by calling 573-751-9268. *(Only required if you collect retail sales tax)*
- Include your **\$50.00** payment. Checks may be made payable to the *City of Osage Beach*.
- Mail your completed application, retail sales tax license, no tax due certificate, and payment to:

City of Osage Beach
Attn: City Clerk
1000 City Parkway
Osage Beach, MO 65065

Incomplete applications *will be returned* so please answer all questions. If a question is not applicable, please indicate 'n/a'. If you need assistance in completing the application, please call the City Clerk's office at 573/302-2000, ext. 1020 and we will be happy to assist you.

Sincerely,

Tara Berreth, City Clerk

Enc.



Business License # _____
Sewer Dept. _____
Building Dept. _____
Planning/Zoning _____

**CITY OF OSAGE BEACH
BUSINESS/MERCHANT LICENSE APPLICATION**

Business Name _____ Business Phone # _____

Please Indicate Ownership Status: Individual Partnership Corporation LLC

Business Street Address/Location _____

Business Mailing Address _____ City _____ State _____ Zip _____

E-Mail: _____ Website: _____

Owner Name _____ Owner Phone # _____

Owner Mailing Address _____ City _____ State _____ Zip _____

Name of Manager/Emergency Contact Person _____ Emergency Phone # _____

Type of Business: Entertainment Healthcare Retail
 Financial Services Massage Service
 Food Sales / Service Real Estate Solicitor
 Gas / Convenience

Please Describe Business in Detail _____

Missouri Retail Sales Tax Identification # _____ Federal Tax Identification # _____

Applicant Signature _____ Date _____



****** All Business Licenses Expire on April 30 ******

There is a fee of \$50.00 for this license. Any license that remains unpaid thirty days after it becomes due and payable shall be subject to a penalty of 5% of the amount due on the license with an additional 5% for each additional month or fraction thereof, not to exceed 25% in the aggregate.

*The issuance of a 'License' shall not be construed as a waiver of any further requirements under the Ordinances of the City of Osage Beach. *

City of Osage Beach
Attn: City Clerk's Office
1000 City Parkway
Osage Beach, MO 65065
Phone: 573/302-2000 / Fax: 573/302-2039
www.osagebeach-mo.gov

Business – Contractor- Liquor – Dog – Taxi – Peddler License
EASY PAY INSTRUCTIONS

Osagebeach.gov

- Online Bill Pay
 - Easy Pay
 - Licensing
 - Pick License paying for
 - Fill out all required fields
 - Select Payment Method

If you have any questions, please do not hesitate to call 573-302-2000 ext 1020.



POLICE/FIRE DEPARTMENT CONTACT INFORMATION

BUSINESS NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

OWNER NAME: _____

OWNER HOME PHONE NUMBER: _____ CELL: _____

MANAGER NAME: _____

MANAGER HOME PHONE NUMBER: _____ CELL: _____

OTHER KEYHOLDER NAME: _____

OTHER KEYHOLDER HOME PHONE NUMBER: _____ CELL: _____

ALARM COMPANY NAME: _____

ALARM COMPANY PHONE NUMBER: _____

TYPE OF ALARM: (CIRCLE ALL THAT APPLY) ___ BURGLARY ___ FIRE ___ PANIC

ANY OTHER INFORMATION THAT DEPARTMENTS MAY NEED: IE: Hazardous Materials stored on site, ammunitions, etc. _____

PLEASE CONTACT COMMUNICATIONS OFFICE AT THE POLICE DEPARTMENT AND ADVISE OF ANY CHANGE IN INFORMATION. 573-302-2010. THANK YOU.

RETURN TO:
911 CENTER
1000 CITY PARKWAY OSAGE BEACH, MO 65065