

# GASCONADE COUNTY BUSINESS LICENSE APPLICATION

General Business \_\_\_ Merchant \_\_\_ Manufacturer \_\_\_ (CHECK ONE)

## **BUSINESS INFORMATION:** (PLEASE PRINT)

COMPANY NAME: \_\_\_\_\_  
C/O NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE: \_\_\_\_\_  
BUSINESS TYPE: \_\_\_\_\_

## **HOME INFORMATION:**

ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE: \_\_\_\_\_

- State of Missouri **Sales Tax number** (if applicable) \_\_\_\_\_
- If five or more people are employed, please include a copy of the first page of the **Workers Compensation insurance policy** (indicating company name & policy #)
- If you **do not** employ five or more employees, please read and sign the Statement of Exemption below.
  - The undersigned, of lawful age being first duly sworn, deposes and states: that the undersigned does hereby verify and affirm to the Gasconade County Collector that they are exempt from Missouri Workers Compensation Law, that they do not have five or more employees.

Date: \_\_\_\_\_ Business Owner's Signature: \_\_\_\_\_

- **New state law effective 01/01/2009:** Businesses must submit along with this application a **"No Tax Due Statement"** from the Missouri Department of Revenue. This can be obtained by one of the following methods:
  - Web site: [www.dor.mo.gov/tax](http://www.dor.mo.gov/tax) or e-mail: [localgov@dor.mo.gov](mailto:localgov@dor.mo.gov)
  - Phone: 573-751-9268 or by Fax: 573-522-1265
  - Write to: Missouri, Department of Revenue, Customer Services Division, PO Box 3666, Jefferson City, MO 65105-3666

Please return this application and all required documents along with a **\$25.00 license fee** to:  
**SHAWN SCHLOTTACH, COLLECTOR OF REVENUE**  
**119 E. 1<sup>st</sup> ST., RM #4, HERMANN, MO 65041**

DATE: \_\_\_\_\_ BUSINESS OWNER'S SIGNATURE: \_\_\_\_\_

Upon receipt of the above requirements a license and paid receipt will be issued. Please post the license in your business. Also notify our office upon any changes of the business status, name or address. You will automatically be billed each year; fee due December 31.