

City of Moscow Mills P.O. Box 36  
Telephone 636-356-4220

Moscow Mills, MO 63362  
Fax 636-356-4010

**BUSINESS LICENSE APPLICATION**

**FEE \$50.00**

License application will be reviewed for approval by the City Clerk and Mayor.

If the City Clerk or Mayor deems the license to be questionable, approval will not be given until license is placed on the agenda for discussion and approval by the Board of Aldermen at a regular city meeting. City meetings are held on the second Monday of each month at 6:30 p.m. at City Hall. Applicant must be present at the meeting for license review. In certain cases, the Planning and Zoning Commission may need to give land use approval before license can be issued. The Planning and Zoning Commission meetings are held on the first Monday of each month at 6:00 p.m. at City Hall. Applicant must be present at the meeting for license review.

Name of business \_\_\_\_\_

Mailing address of proposed business \_\_\_\_\_

Physical address of proposed business \_\_\_\_\_

Telephone number of proposed business \_\_\_\_\_

E-mail address to contact regarding this license application \_\_\_\_\_

Type and nature of business (in detail-used to check zoning compliance) \_\_\_\_\_

Home Business ☐ Yes ☐ No If home business-% of real property assigned to the business \_\_\_\_\_

Owner of business \_\_\_\_\_

Home address of owner \_\_\_\_\_

Owner: Home telephone # \_\_\_\_\_ Cell # \_\_\_\_\_

City facilities and utilities required \_\_\_\_\_

Retail Sales from this location ☐ Yes ☐ No If yes: Sales tax ID # \_\_\_\_\_

**If making retail sales applicant must provide a Certificate of No Tax Due or a Certificate stating they are exempt from collecting sales tax (not form 149) from the Missouri Department of Revenue to obtain a business license. Telephone number for the Missouri Department of Revenue is 573-751-9268.**

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

===== **Office use only** =====  
Zoning classification \_\_\_\_\_ Must be presented to P&Z Commission for approval ☐ Yes ☐ No

Remarks \_\_\_\_\_

P&Z Commission approved (if applicable) ☐ Yes ☐ No Meeting date \_\_\_\_\_

Mayor's signature \_\_\_\_\_ Date \_\_\_\_\_

City Clerk's signature \_\_\_\_\_ Date \_\_\_\_\_

License issue date \_\_\_\_\_

#### **SECTION 54.010: DEFINITION OF BUSINESS**

For the purpose of this Chapter, "*business*" is defined as a person, business or other legal entity doing business within the City of Moscow Mills and maintaining an office or place of business within the City limits for more than thirty (30) consecutive days in a given year.

"*Business*" shall not include a person following for a livelihood the profession or calling of minister of the gospel, duly accredited Christian Science practitioner, teacher, professor in a college, priest, lawyer, certified public accountant, dentist, chiropractor, optometrist, chiropodist, or physician or surgeon in the City.

"*Business*" shall not include any person following for a livelihood the profession of insurance agent or broker, veterinarian, architect, professional engineer, land surveyor, auctioneer, or real estate broker or salesman in the City unless that person maintains a business office within the City of Moscow Mills.

"*Business*" shall not include any person selling goods or services for not-for-profit or charitable purposes on a temporary basis or any person selling agriculture products at a temporary location.

#### **SECTION 54.020: LICENSE REQUIRED**

All businesses shall be required to purchase and keep on display a City of Moscow Mills business license. Any business operated under the same name at multiple locations shall be required to have a separate license for each such location.

#### **SECTION 54.030: PAYMENT FOR LICENSE**

Business licenses shall be purchased at City Hall from the City Clerk each year at a cost of at least fifty dollars (\$50.00). Lost, stolen or destroyed business licenses shall be replaced within thirty (30) days after such loss, theft or destruction upon appropriate application for replacement at City Hall and upon payment of a replacement fee of at least five dollars (\$5.00). Business licenses shall be effective from July 1<sup>st</sup> through the next June 30<sup>th</sup>. Business licenses bought after July 1<sup>st</sup> in any given year shall only be good until the next June 30<sup>th</sup> with no reduction in fee. These fees are effective June 25, 2007, and may be increased by vote of the Board of Alderman without further amendment of this ordinance. Nothing in this ordinance shall prevent the Board of Aldermen from imposing additional licensing fees on certain businesses as allowed by law.

#### **SECTION 54.040: DENIAL OF LICENSE**

No business license shall be issued to applicants who have outstanding water and/or sewer charges due to the City. No business license shall be issued to applicants who have outstanding taxes, assessments, judgments, fines, or court costs due to the City. The City Clerk may establish procedures to ensure compliance with this Section.

#### **SECTION 54.050: COMPLIANCE WITH ORDINANCES AND STATE STATUTES**

- A. All holders of business licenses shall comply with all City ordinances and State Statutes.
- B. Business licenses may be revoked by the Board of Aldermen when it is found that the holder of a business license is in violation of City ordinances or State Statute, or that the applicant provided false information to obtain a business license. Prior to revocation, the holder of the business license shall be given a ten (10) day written notice and an opportunity to be heard at a regularly scheduled Board of Aldermen meeting.
- C. Any business that continues to do business after such revocation shall be liable for fines and penalties prescribed in Section 54.060.

#### **SECTION 54.060: VIOLATIONS -- PENALTY**

Any business doing business in the City of Moscow Mills who does not obtain and/or display a Moscow Mills business license shall, upon conviction, be punished by a fine of not more than five hundred dollars (\$500.00) or by imprisonment not exceeding ninety (90) days, or by both. Each day of such violation shall constitute a separate offense.