



CITY OF ASH GROVE – BUSINESS LICENCE

Ash Grove Municipal Code Chapter 605 Business Regulations

Application for Business License (July 1, 2025 - June 30, 2026)

Renewal Cost: \$25.00 due by June 30, 2025 (late fees apply July 1, 2025)

Business Information

Name of Business: _____

Circle Type: Manufacturing Distribution Retail Services Contractor

Type of Products/Services offered: _____

Missouri Retail Sales Tax Number: _____

Business Phone: _____ Business E-mail: _____

Mailing Address

Street Address _____ City _____ State _____ Zip _____

Physical Address

Street Address _____ City _____ State _____ Zip _____

Alarm/Security System installed at this location (circle appropriate response): YES or NO

Business Web Site Address (Optional) Complete only if you would like the business web site address included on the City's web site): _____

Emergency Contact

Name _____ Phone Number _____

Business Owner(s)

Name _____ Name _____

Phone Number _____ Phone Number _____

Signature _____ Signature _____

Date _____ Date _____

Check List in order to receive your 2025-2026 Business License. Circle all that apply.

Please note you will **NOT** receive your Business License until all requirements are received.

1) Completed application

2) Cash, Check or Money Order in the amount of \$25.00 payable to the City of Ash Grove mailed to City of Ash Grove, P.O. Box 235, Ash Grove, MO 65604 or dropped off at City Hall (Monday thru Friday 8:00 – 5:00 p.m.) Checks payable to City of Ash Grove.

New Business Prorated amount are as follows: July, Aug, Sept =\$25; Oct, Nov, Dec =\$18.75; Jan, Feb, Mar =\$12.50; Apr, May, June =\$6.25

Late Fees: July 5%=\$1.25, August 10%=\$2.50, September 15%=\$3.75, October 20%=\$5.00, November 25%=\$6.25

3) Certificate of “**No Tax Due**” issued within 90 days of your application date (Section 605.020).

Call State of Missouri Department of Revenue in Jefferson City (573) 751-9268 and ask them to fax a copy to Ash Grove City Hall (417) 751-3814.

4) Applicant must show proof that all personal and real estate taxes for the previous year have been paid. (Section 605.085)

5) Copy of Liability Insurance (Construction/Contractors or sub-contractors) under the MO Workers Compensation Law, Sec 287.061 RSMo, a contractor applying for a business license from a municipality must provide proof of insurance coverage with the City of Ash Grove as certificate holder or an affidavit or exemption form which has been developed by the Division of Workers Compensation in order to obtain a City license.

Please contact City Hall if you are planning any changes or improvements to your building or if you are putting up any signage as a permit may be required.

Office Personnel Signature _____ Date: _____

Business License Number Issued _____ Receipt Number _____