

**Please allow 3-4 weeks  
for processing.  
All fields are required.  
Incomplete applications  
will be delayed.**

For 2017 Inside  
NKC Contractor

**LICENSE #:** \_\_\_\_\_

**RENEWAL APPLICATION FOR BUSINESS LICENSES**

**City Hall (816) 274-6000**

**Fax (816) 421-5046**

**BUSINESS NAME:** \_\_\_\_\_

**BUS. OWNER/PARENT COMPANY NAME:** \_\_\_\_\_

**FEIN # OR SSN #:** \_\_\_\_\_ **CORPORATE PHONE:** \_\_\_\_\_

**NKC PROPERTY ADDRESS:** \_\_\_\_\_

**BUSINESS MAILING ADDRESS:** \_\_\_\_\_

**# OF EMPLOYEES DRIVING INTO NKC:** \_\_\_\_\_

**TYPE OF CONTRACTING WORK:** \_\_\_\_\_

**LOCAL PHONE:** \_\_\_\_\_ **LOCAL FAX:** \_\_\_\_\_

**CONTACT NAME:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

CONTRACTOR FEE SCHEDULE	
(A) GROSS ANNUAL BUSINESS	(B) LICENSE FEE
\$ 10,000 per year or less	\$30
\$ 10,001 - \$ 20,000	\$45
\$ 20,001 - \$ 50,000	\$75
\$ 50,001 - \$100,000	\$125
\$100,001 - \$200,000	\$175
\$200,001 - \$300,000	\$300
\$300,001 - \$500,000	\$400
\$500,001 and over	Call 816-274-6000 for fee

- Items to Include Check List**
- \_\_\_\_\_ Certificate of Insurance showing NKC as Certificate Holder or a signed waiver
  - \_\_\_\_\_ Copy of Business Personal Property Tax Receipt or Registration
  - \_\_\_\_\_ Copy of Real Estate Tax Receipt if applicable

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Estimated 2017 gross volume of business performed in NKC: (A) \$ \_\_\_\_\_

License fee per Contractor Fee Schedule: (B) \$ \_\_\_\_\_

**MAKE CHECK PAYABLE TO:  
AND MAIL WITH APPLICATION:**

**CITY OF NORTH KANSAS CITY**  
ATTN: BUSINESS LICENSE  
2010 HOWELL ST  
NORTH KANSAS CITY, MO 64116

**Missouri House Bill 1549:** The signer of this application for this business affirms that this business complies with all rules and regulations of HB 1549 and does not employ illegal immigrants.

**Date** \_\_\_\_\_ **Signature of Applicant** \_\_\_\_\_

For further assistance, please contact City Hall at (816) 274-6000  
Thank you in advance for your cooperation.

### **Certificate of Insurance**

**Missouri State Statutes 287.061** states "a contractor in the construction industry shall be required to have a certificate of insurance for worker's compensation coverage or an affidavit... signed by the applicant attesting that the contractor is exempt".

**City of North Kansas City Code** requires a **Certificate of Insurance** showing proof of worker's compensation insurance coverage and in certain cases liability insurance coverage, with the **City of North Kansas City, Missouri named as certificate holder**. However, if your company is to do business with the City of North Kansas City Missouri directly, the City will need to be listed as additional insured with regards to the liability insurance coverage. This certificate **must** be on file prior to issuance of the business license. Certificates can be faxed to (816) 421-5046 or mailed to: City of North Kansas City, Attn: Business Licensing, 2010 Howell St., North Kansas City, MO, 64116.

If the contractor is exempt from worker's compensation, an Affidavit of Exemption for Workers' Compensation Insurance form is required.

### **Missouri Department of Labor and Industrial Relations Division of Workers' Compensation**

**Affidavit of Exemption for Workers' Compensation Insurance link:**

<http://www.labor.mo.gov/DWC/Forms/WC-134-AI.pdf>

### **Missouri House Bill 1549**

Illegal Aliens and Immigration Status Verification, requires that any business that knowingly employs an illegal alien will result in the suspension of a company's applicable local licenses, permits or exemptions.

**Signature on the application is required to attest to compliance to this bill.**

### **Property Taxes**

Missouri State Statutes 137.340 states "Every person, corporation, partnership or association, subject to taxation under the laws of this state, owning or controlling tangible personal property taxable by any such county ... shall return and file their assessments on locally assessed property no later than April first, shall file with the assessor of the county an itemized return listing all the tangible personal property so owned or controlled on January first of each year, together with such additional information as required by the assessor to permit a determination of its value." In addition, City code 5.04.040 requires all businesses to register their business name and file real and business personal property values with Clay County. Taxes must be paid prior to issuance of a license.

To report your Business Property Taxes, please call the Clay County Assessors' Office,  
(816) 407-3600.