

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

For 2018 Outside  
NKC Contractors

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

**APPLICATION FOR BUSINESS CLASS 1-C LICENSE**

City Hall (816) 274-6000

Fax (816) 421-5046

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

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

**BUSINESS STREET OR PROPERTY ADDRESS:**  
\_\_\_\_\_

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

**NO. OF EMPLOYEES COMING INTO NKC:** \_\_\_\_\_ **CORPORATE PHONE:** \_\_\_\_\_

**TYPE OF CONTRACTOR:** \_\_\_\_\_ **FEIN #:** \_\_\_\_\_

**LOCAL CONTACT:** \_\_\_\_\_

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

**LOCAL CONTACT PHONE:** \_\_\_\_\_ **LOCAL FAX NUMBER:** \_\_\_\_\_

ALL CONTRACTORS ENGAGED IN BUSINESS IN THE CITY OF NORTH KANSAS CITY, MISSOURI ARE REQUIRED BY LAW TO PROCURE A LICENSE AT A RATE BASED ON THE FOLLOWING SCHEDULE:

**BUSINESS CLASS 1-CONTRACTOR:**

ESTIMATED 2018 GROSS VOLUME OF BUSINESS PERFORMED IN NKC: \$ \_\_\_\_\_

LICENSE FEE PER CONTRACTOR FEE SCHEDULE (TO THE RIGHT): \$ \_\_\_\_\_

**MAKE CHECK PAYABLE TO:**  
CITY OF NORTH KANSAS CITY

**MAIL WITH APPLICATION AND CERTIFICATE OF INSURANCE TO:** ATTN: BUSINESS LICENSE

2010 HOWELL ST  
NORTH KANSAS CITY, MO 64116

GROSS VOLUME OF BUSINESS	LICENSE FEE
\$ 10,000 PER YEAR OR LESS	\$30.00
\$ 10,001 - \$ 20,000	\$45.00
\$ 20,001 - \$ 50,000	\$75.00
\$ 50,001 - \$100,000	\$125.00
\$100,001 - \$200,000	\$175.00
\$200,001 - \$300,000	\$300.00
\$300,001 - \$500,000	\$400.00
\$500,001 AND OVER	Please call City Hall for Fee Amount

A **current certificate of insurance**, showing the City of North Kansas City as certificate holder, must be on file prior to issuance of the business license. If the contractor is exempt from workers compensation, an Affidavit of Exemption for Workers' Compensation Insurance form is required.

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.

**\*Incomplete applications will be delayed\***

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

For further assistance, please contact City Hall at (816) 274-6000.

Thank you in advance for your cooperation.

**\*Incomplete applications will be delayed\***

**MAIL CHECK WITH COMPLETED SIGNED APPLICATION  
AND CERTIFICATE OF INSURANCE TO:**

ATTN: BUSINESS LICENSES  
2010 HOWELL STREET  
NORTH KANSAS CITY, MO 64116

**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.**

**Important Numbers**

**City Hall (business License)**

Phone Number (816) 274-6000

Fax Number (816) 421-5046

**Code Compliance (permits)**

Phone Number (816) 274-6006

Fax Number (816) 421-0966