

Submissions are processed in order received.

**All fields are required.**

Incomplete applications will be delayed.

**\*\* NEW \*\***  
**2025 NKC Class 2**  
**Fixed Fee License**  
**-Misc.-**

NKC LICENSE #: \_\_\_\_\_

**APPLICATION FOR BUSINESS LICENSE**

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

BUSINESS OWNER/PARENT CORP NAME: \_\_\_\_\_

BUSINESS EMAIL: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

LICENSE CONTACT NAME: \_\_\_\_\_ CONTACT PHONE: \_\_\_\_\_

LICENSE & RENEWAL EMAIL: \_\_\_\_\_

BUSINESS PHYSICAL ADDRESS: \_\_\_\_\_

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

FEDERAL EMPLOYEE IDENTIFICATION (FEIN) # OR SOCIAL SECURITY (SSN) #: \_\_\_\_\_

NUMBER OF EMPLOYEES WORKING IN NKC: \_\_\_\_\_ MO SALES TAX ID # (if applicable): \_\_\_\_\_

TYPE OF BUSINESS/NCIS CODE: \_\_\_\_\_

**BUSINESS CLASS 2 – FIXED FEE RATES: (SEE SCHEDULE ON NEXT PAGE)**

**\*\* TYPE OF FIXED FEE \*\***(SEE FEE SCHEDULE): \_\_\_\_\_

(A) FIXED FEE AMOUNT (SEE FEE SCHEDULE): \$ \_\_\_\_\_

(B) ADDITIONAL DAYS/# UNITS (SEE SCHEDULE): \$ \_\_\_\_\_

**PAY THIS AMOUNT (A + B): ----->\$ \_\_\_\_\_**

**MAKE CHECK PAYABLE TO:**

**AND MAIL WITH COMPLETED APPLICATION TO:**

**CITY OF NORTH KANSAS CITY**

ATTN: BUSINESS LICENSES

2010 HOWELL STREET

NORTH KANSAS CITY, MO 64116

**Or Email to: [licensing@nkc.org](mailto:licensing@nkc.org) – an invoice for payment will be emailed once processed.**

For further assistance, please contact City Hall at (816) 274-6000 or email [nkcbusinesslicense@nkc.org](mailto:nkcbusinesslicense@nkc.org).

**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.

**Signer of this application affirms that all information given in this application is true and correct to their best knowledge.**

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

## **Certificate of Insurance**

**City of North Kansas City Code** requires a **Certificate of Insurance** showing proof of workers' compensation insurance coverage AND 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 emailed to [licensing@nkc.org](mailto:licensing@nkc.org) 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 workers' compensation, a **notarized** 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:**

[https://labor.mo.gov/sites/labor/files/pubs\\_forms/WC-134-AI.pdf](https://labor.mo.gov/sites/labor/files/pubs_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

[nkcbusinesslicense@nkc.org](mailto:nkcbusinesslicense@nkc.org)

**Code Compliance (Permits)**

Phone Number (816) 274-6006

[permits@nkc.org](mailto:permits@nkc.org)

**Fixed Fee License Codes**

**TYPE: Billiard or pool tables**

Per table, per year: **\$15**

**TYPE: Electrical coin-operated amusement devices**

Per table, per year: **\$15**

**TYPE: Carnival**

Per day: **\$100**

- Liability insurance \$1,000,000/\$2,000,000/\$500,000 is required.

**TYPE: Circus, Menagerie, or Rodeo**

First day: **\$250**

Each succeeding day thereafter: **\$200**