



**CITY OF LADUE
NEW RETAIL BUSINESS LICENSE APPLICATION**

Retail businesses must submit the following items:

- This application, Signed and Complete
- License Tax Payment
- Copy of Missouri Retail Sales License (issued by State of Missouri)
 - If Food Service Business: Proof of recent inspection with St. Louis County Department of Health

BUSINESS INFORMATION

Business Name: _____

Address: _____

Phone: _____ Email: _____

MAILING/BILLING INFORMATION FOR RENEWAL NOTICES (If different from above)

Attention: _____

Mailing Address: _____

Phone: _____ Email: _____

Business Description: _____ Number of Employees: _____

MO Tax ID: _____ Ladue Alarm Permit# _____

Property: Owned Rented | Owner Contact Info: _____

LICENSE TAX DUE – MINIMUM FEE \$100

Estimated Gross Receipts for First Year of Business:

License Fee: \$1.00 for every \$1,000 (divide gross receipts by 1,000)

TOTAL PAYMENT DUE:

REMIT TO: CITY OF LADUE Attn: Licensing 9345 Clayton Rd. St. Louis, MO 63124

or Email to: licensing@cityofladue-mo.gov

Visit our website www.cityofladue-mo.gov/business for more information and online forms.

As an authorized representative of the above business, I do hereby declare that the information contained in this Tax Due Statement, including gross receipt sales reporting, is correct per sections 50-16 thru 50-53 of the City of Ladue code.

Signature: _____ Title: _____

Print Name: _____