

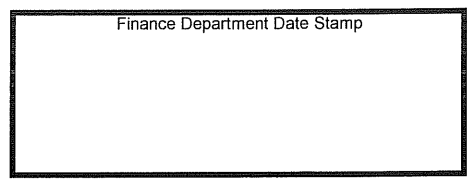


CITY of BRANSON

110 W. Maddux - Suite 200 - Branson, Missouri 65616

417-334-3345 (phone); 417-335-6042 (fax)

Finance Department Date Stamp



BUSINESS LICENSE APPLICATION

1. Purpose of Application
Change in Location, New Business, Reinstatement Revoked License, Change in Ownership, Business Name Change

2. Name of Corporation or LLC, Est. Opening Date

3. Doing Business As - NAME of BUSINESS (Must Match Signage)

4. Local Bus. Phone, 5. Local Fax, 6. Local E-Mail

7. Hdqs Bus. Phone, 8. Hdqs Fax, 9. Hdq E-Mail

10. Business Address, 11. Mailing Address (if different from business address)

12. Type of Ownership: Sole Proprietor, Partnership, Non-profit Corporation, Limited Liability Company (LLC), Corporation

13. NAMES of OWNER(s), PARTNERS, MEMBERS, GENERAL MANAGER, CORPORATE OFFICERS (List below)

Name, Title, Phone Number

Home Address

Name, Title, Phone Number

Home Address

Name, Title, Phone Number

Home Address

14. Business Description: Give a concise description of the business to be conducted.

15. Federal Employer ID # (FEIN), 16. Missouri Retail Sales License: (provide a copy with this business address)

17. RESPONSIBLE PARTY CERTIFICATION (Recommended to be signed by the local manager or owner that is responsible for the conduct of the business at the location to be licensed) - The individual signing this document must provide a copy of a current driver's license or other current government issued identification.

I (the undersigned) have answered all questions on the application, and to the best of my knowledge, all answers are true and correct. I further understand that false, misleading or any incomplete answers may result in denial or revocation of the license, if already issued. I am authorized by the business to make application and certify the information on its behalf. I will notify the city if I leave the employment of the business being licensed or no longer function as it's Responsible Party. On behalf of the business, I acknowledge and agree to the following conditions related to the conduct of the business:
a. Our business cannot commence operations in Branson until a city business license is issued. A license cannot be issued until the required department approvals have been obtained, fees have been paid, and a copy of a Mo. Department of Revenue Retail Sales License for the licensed location has been provided (if applicable);
b. I must notify the city's Finance Department in writing of any change in business name, address, ownership, or Responsible Party;
c. I may not operate the business for which this application is made at any address other than the one listed on this application (additional locations or a change in location requires a separate license and must be applied for and issued before opening for business);
d. I am responsible for maintaining a current and active business license applicable to the operation of the business at this location including the timely renewal of the business license that expires on each April 30;
e. I will make sure that monthly city tax returns are filed and paid on or before the monthly Due Date if the business sells lodging, admissions to Branson entertainment venues, food and/or beverages that are consumable on the premises, or cigarettes;
f. I agree to operate the business in accordance to all city ordinances and state laws that affect our business operation and conduct;
g. I acknowledge by my signature on this form that I accept responsibility for service of any citation issued by the city for any violations of the Branson Municipal Code;
h. If required to maintain a tourism tax deposit, I authorize all owed tourism taxes, penalties, and related interest to be deducted from the deposit at the time the business ceases operation at the licensed location;
i. I accept on behalf of the business, the conditions contained herein and am subject to such rules and regulations as may at any time be adopted or enacted by the City Council of the City of Branson and specifically agree to observe and keep all of the provisions of such ordinances.

Responsible Party Signature, Responsible Party Printed Name, Responsible Party Title, Applicant Phone #, Date Signed

**CITY of BRANSON - BUSINESS LICENSE APPLICATION  
LICENSE FEE AND TAX DEPOSIT CALCULATION**

**18. ANNUAL LICENSE FEE (Based upon # of Employees Working at Location)**

0-2	\$50.00	11-15	\$125.00	26-30	\$ 200.00	51-MORE	\$300.00
3-5	\$75.00	16-20	\$150.00	31-40	\$ 225.00		
6-10	\$100.00	21-25	\$175.00	41-50	\$ 250.00		

**Maximum Number of Employees Expected in the Next 12 Months\***

Flea Markets: \$100.00

\*Each two part-time employees (20 hours/week or less) equal one full time employee in regards to the fee schedule

Branson licensing year runs from May 1 thru April 30

Annual License Fees may be prorated\*\* For a new business, the license fee is reduced by 50% between Nov. 1 and Jan. 31

For a new business, the license fee is reduced by 75% between Feb. 1 and Apr. 30

\*\*Proration is based on application date or opening date (whichever is earlier)

**19. BUILDING & INSPECTION INFORMATION**

Name of Building Owner:

Telephone Number:

**20. ALARM PERMIT:** All security alarm users within the City of Branson are required to apply for an alarm permit with the Police Dept. This business  Does  Does Not have an alarm system.

**21. REQUIRED INSPECTIONS:** In order to get a business license, the **applicant must call both** the Branson Fire Dept. (417-243-2780) and the Planning Dept. (417-337-8505, phone option #2) to schedule the required inspections in order to obtain a business license. Fire inspections are generally done on Fridays. The Health Department will contact the applicant if a health inspection is required.

**TOTAL AMOUNT DUE WITH APPLICATION**

<b>22.</b>	Calculated Annual Business License Fee (calculated from item #18 above)	
<b>23.</b>	Reinstatement of Revoked Business License (\$60 fee)	
<b>24.</b>	Business License Transfer - Change in Location within 15 working days (\$10 fee)	
<b>25.</b>	City Tourism Tax Deposit (Required for city tourism tax paying businesses)*	
<b>26.</b>	Other (Special Fees)	
<b>TOTAL DUE</b>		

**CITY TAX DEPOSIT INFORMATION \***

All new businesses that will be paying tourism tax or any business that has their business license revoked will have to maintain an estimated one month of tax liability as a tax deposit with the city. This deposit is refundable upon written request 45 days following permanent closure of the business or in September each year after 3 years of timely tax payments. Any outstanding city tourism taxes, penalties, and related interest owed will be deducted from the deposit amount before a refund is made. The city's Finance Department will calculate the Tourism Tax Deposit amount based upon the sales experience of the prior business or the current revoked license holder located at the address or the estimated average monthly sales expected by the new business over the next twelve months, whichever is higher. The minimum tourism tax deposit is \$100.

<b>27. Estimated Annual Food &amp; Beverage Sales for this Location</b>	
<b>28. Est. Annual Lodging and/or Taxable Ticket Sales for this Location</b>	
<b>29. Estimated No. of Months Planned to be Closed in Off Season (If any)</b>	

The monthly tax deposit is calculated as 4% of the annual Admissions & Lodging sales (see item # 28 above) plus 1/2% of the annual Food & Beverage Sales (see item # 27 above) divided by the estimated # of months the business is planned to be open over the next 12 months OR the average monthly tax liability of the previous business (if a similar business) at the location.