



CITY OF VALLEY PARK BUSINESS LICENSE APPLICATION



Renewal for the Year Feb. 1, 2024 to Jan. 31, 2025
kberry@valleyparkmo.org

MERCHANTS D/B/A

FOR OFFICE USE ONLY

NAME: _____
ADDRESS: _____
COMPANY NAME: _____
COMPANY ADDRESS: _____
EMAIL: _____

Merchant License: _____
Sales Tax: _____
Date Paid: _____
Check Number: _____
Amount Paid: \$ _____

MERCHANT ADDRESS in City of Valley Park (if different from above)

NAME AND ADDRESS (residence) of person in charge of said location:

NAME: _____
ADDRESS with Zip Code: _____

REGISTERED AGENT: _____

DATE OF APPLICATION: _____

HOME PHONE: _____
BUSINESS PHONE: _____
MISSOURI SALES TAX/USE TAX NUMBER:

ORIGINAL DATE MERCHANT BEGAN OPERATING IN
THIS LOCATION: _____

DECLARATION OF BUSINESS

Type of Business: _____
Square Footage Occupied: _____
Gross Receipts (if applicable: Sec. 9-21(c) Businesses Only) \$ _____
Amount Due: Flat Fee: _____
Sq. Ft: _____ X \$.25 = \$ _____
Gross Receipts: _____ X \$.003 = \$ _____

If Gross Receipts and Sq. Ft. is lower than \$250.00 the Flat Fee will be \$250.00 minimum.

CITY OF VALLEY PARK
BUSINESS LICENSE RENEWAL APPLICATION PROCEDURE

1. Complete application for (all questions must be answered; enter *N/A* where necessary).
2. The applications and check or money order for appropriate license fee amount may be submitted to City of Valley Park City Clerk either in person at the City Hall receptionist counter or by mail:
55 Crescent Avenue
Valley Park, Missouri 63088
3. When the application is approved, a license will be issued and mailed to the Valley Park business address so the license may be properly displayed. If you have any questions concerning the license application procedure, contact Kim at 636-861-1851 or kberry@valleyparkmo.org.

ORDINANCES PERTAINING TO BUSINESS LICENSES

Sec605.100. Fees.

| | |
|---|-------------------------------------|
| (a) The license for certain businesses per year | |
| shall be: Auctioneer | \$100.00 per day |
| Billboard posters (over 64 sq. | \$1,000.00 per year |
| ft.) Billiard and pool tables | \$100.00 per table |
| Bowling alleys | \$100.00 per alley |
| Canvassers, solicitors, peddlers, | \$100.00 per day per individual |
| hawkers, hucksters, | \$1,000.00 per month per individual |
| itinerant merchants | |

Each individual must register with the police department the day before soliciting and be of good moral character.

| | |
|------------------------------------|--------------------|
| Cleaning agencies and plants | \$250.00 per year |
| Cleaners and laundries | \$250.00 per year |
| Nursing homes | \$1000.00 per year |
| Theaters, including motion picture | \$500.00 per year |

(b) For the following business, the license fee shall be the higher of twenty five cents per sq. ft. occupied or the flat fee listed below:

| | |
|---|-------------------|
| Bank or trust company and bank corporation Credit Union | \$500.00 per year |
| Loan Agency | \$500.00 per year |
| Savings and Loan | \$500.00 per year |

(c) For the following businesses, the license fee shall be the lower of twenty five cents per sq. ft. occupied or three dollars on each thousand dollars or part thereof, of gross receipts, as shown by the application in Sec. 9-21; provided that the minimum aggregate license fee shall be two hundred fifty dollars.

| | |
|------------------------------------|---------------------------------|
| Abstract agency | Land surveyor |
| Actuarial firm | Office not otherwise classified |
| Adjustment agency or company | Manufacturing representative |
| Architect | Mortgage broker |
| Automobile body and/or repair shop | Moving and storage |
| Business or correspondence school | Nursery school |
| Child Care | Pawnbroker |
| Collection agency | Parcel delivery |
| Contractor | Pay parking lots |
| Employment agency | Public hall |
| Engineer, professional | Publisher |
| Food storage locker | Real estate agency/brokerage |
| Funeral home | Storage (public warehouse) |
| Health club | Swimming pools |
| Home for the aged | Ticket or travel agency |
| Insurance agency/brokerage/sale | Veterinarian |
| Insurance companies, all types | Warehouse (public) |
| Insurance inspection/rating/claim | |

Sec. 605.230. Payments of Other Obligations to City Required.

No license shall be issued nor renewed to any merchant, manufacturer or service occupation until all financial obligations, including but not limited to, personal property taxes, other license fees, permit fees, inspection fees, city trash fees or city water user fees required to have been paid by such merchant, manufacturer or service occupation to the city have been paid.