



WILDWOOD

City of Wildwood
16860 Main Street
Wildwood, MO 63040
(636) 458-0440

NEW HOME OCCUPATION BUSINESS LICENSE APPLICATION

Please submit completed application along with your check in the amount of \$25.00 made payable to the "City of Wildwood." Acceptance and negotiation of your payment is not an acknowledgement of the City that a license will be granted; nor that the business complies with the City of Wildwood's Code. If the license is denied, the fee will be refunded. All licenses expire June 30th of each year.

License Fee is a Flat Rate of \$25.00

FOR CITY USE ONLY	
Zoning Class	
Locator #	

OFFICIAL BUSINESS NAME & "DOING BUSINESS AS" NAME

Legal Business Name	
D/B/A	(This is the name will appear on your license.)

WILDWOOD LOCATION - Physical Address, Phone Number/Contact Information

Street Address		Phone #	
City	WILDWOOD	State	MO
Contact Person		Zip Code	
Public Email		Title / Dept.	
Website Address			
Contact Preference for Information on City Events/Business Opportunities			
Email Address for Information on City Events (if applicable)			
Include business on the City of Wildwood ON-LINE Business Directory			
Additional Home Occupation Businesses operate out of this location			

LICENSE RENEWAL Mailing Instructions - if different from Wildwood Location

Street Address		Phone #	
City		State	
Renewal Contact Person		Zip Code	
Renewal Contact Email		Title / Dept.	
License Renewal Notification Preference (for future years)			

BUSINESS OWNER / PRINCIPAL OFFICER - if different from above

Street Address		Phone #	
City		State	
Owner/Officer Name		Zip Code	
Owner/Officer Email		Title / Dept.	

PROPERTY OWNER - if different from above

Street Address		Phone #	
City		State	
Company/Firm/Owners		Zip Code	
Property Owner Contact Person		Title / Dept.	
Property Owner Email			

ALARM COMPANY - Mailing Address, Phone Number and Contact Information

Does this Business/Home have an active Alarm System?			
Company/Firm that installed, repairs, and/or maintains your system			
Street Address		Phone #	
City		State	
Alarm Company Contact		Zip Code	
Alarm Company Email		Title / Dept.	

Fee: \$25.00 Penalty: _____ Check #: _____ Date Received: _____ Date License Issued: _____ License # _____

GENERAL BUSINESS INFORMATION

Date Business Began/Will Begin Operation in Wildwood xx / xx / xxxx			
Federal Employer ID # xx - xxxxxxxx			Type of ID provided by applicant
-OR-			
Business Owner ID # State Issued / SSN			State ID Used
Does your business conducts retail sales		MO Sales Tax # (8-Digits)	
Waste/Trash Collection Service Company used by the Business/Homeowner		WASTE CONNECTIONS	
Firearms Sales are conducted by the Home Occupation Business			
If you do not know whether or not your business is subject to retail sales tax, or need to register for a sales/use tax # contact the MO Dept. of Revenue by visiting www.dor.gov/business/sales , sending an email to salesuse@dor.mo.gov , or calling (573) 751-2836.			
Detailed description of business, trade, or occupation: <i>This description will appear on your license</i>			

EMPLOYEE INFORMATION

Owner/Operator is only Employee of Business	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Other members of your household are employed by the Business	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Other people who do NOT reside on the premises are employed by the business	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are employees who do NOT reside on the premises engaging in any employment responsibilities at you residential business location?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
If "YES" please explain:			
Total Employees of Home Occupation Business	Full-Time		Part-Time

BUSINESS OWNER/OFFICER AGREEMENT

The Applicant attests, under penalty of perjury, that the information on this form is true, correct, and complete to the best of their knowledge, information, and belief. If required, the Applicant hereby agrees to provide additional information necessary to perform a criminal records check to verify the information entered on this form. Additionally, by signing below here, the Applicant verifies compliance with the following requirements of the Zoning Code for the City of Wildwood relating to home occupations:

- There are no signs, nor any display, that will indicate from the exterior of the building that it is being utilized, in whole or in part, for any purpose other than that of a single family dwelling.
- There is no stock in trade of commodity sold upon the premises.
- No patrons (including customers, clients, students, or suppliers) come to the property for any purpose relating to the home occupation.
- No person is employed to work for the business listed on this application, at the business location address, other than a member of the family residing on the premises.
- No mechanical equipment is used, except such as is customary for purely domestic or household purposes.

PLEASE NOTE: If you are unable to comply with the requirements listed above here or have questions concerning these requirements, please contact the City of Wildwood Department of Planning for clarification before submitting your license application.

Signature of Business Owner

Date

Please PRINT LEGIBLY Name of the Business Owner

FOR CITY USE ONLY

Finance Department		Automatic Renewal
_____ Finance Officer -OR- Account Clerk	_____ Date	
Planning Department Review (if required)		Approved <input type="checkbox"/> Denied <input type="checkbox"/>
_____ Zoning Administrator	_____ Date	