

LIQUOR LICENSE REQUIREMENTS

Check List for Information Required for a Harrisonville Liquor License

For All Businesses:

Completed and Notarized application for liquor license

Payment of the appropriate liquor license application fee as shown on Page 1

A current criminal background check with returned approved notification
(this can be done online at mshp.dps.missouri.gov – which is the State of Missouri Highway Patrol website)

Copy of paid **business** personal property receipt

Copy of paid **business** real estate tax receipt, if applicable

Copy of Applicant's valid driver's license OR current picture identification

Copy of Applicant's Missouri voter ID card

Copy of Applicant's **personal** property tax and, if applicable, real estate tax receipt from a County or City within the State of Missouri

Copy of State of Missouri and County of Cass Liquor licenses

Proof that the licensed establishment's State and local sales taxes are paid to date. Proof may be presented In one of two ways:

***New Businesses Only- For Package Retail Sales:* Proof of stock of goods at least totaling one-thousand dollars (\$1,000.00), excluding liquors & fixtures.

- 1) “**NO TAX DUE**” letter from the State of Missouri. This can be obtained from their website: dor.mo.gov OR contacting them by mail with request, which must have your notarized signature in order for it to be accepted.
Mail requests to: Sales Tax Division, Box 840, Jefferson City, MO 65101
OR
- 2) Copy all sales tax returns filed for the previous year along with a copy of the cancelled checks.

For Corporations:

If the licensee is a corporation, then **three (3)** copies of current liquor licenses for **separate locations** in The Corporation's name in the State of Missouri must be provided.

For Resort/Restaurant Bar Licenses:

Proof from sales tax returns must be furnished to ensure sufficient food sales for license. Annual gross receipts shall not have been less than **\$75,000 dollars** per year, with at least **\$50,000 dollars** of such gross receipts are from nonalcoholic sales. (Per RSMo 311.095)