



CAMDENTON Missouri

437 West US Highway 54, Camdenton Missouri 65020 • (573) 346-3600

BUSINESS LICENSE INFORMATION

License Period June 1 through May 31 annually

Chapter 605 of the Camdenton Municipal Code regulates licenses for businesses within the City of Camdenton. Below are the requirements for all new businesses, followed by additional requirements by the type of business being opened. This information must be submitted and your license approved prior to opening.

All New Businesses:

- Complete the Business License Application
- Register Legal Name with the Missouri Secretary of State
- Register Fictitious Name/DBA (any name used for business other than legal name) with the Missouri Secretary of State, if applicable
- Contact the Camden County Assessor's Office to register personal property for the business
- All permits must be obtained: sign, building, liquor, health dept., etc. Check www.camdentoncity.com for requirements.
- Knox Box with current keys installed on the front of the building.
- Remit the license fee by cash or check (Fees range from \$15 to \$100 based on business type)

Additional Requirements by Business Type:

- Retail
 - Missouri Sales Tax Number & Certificate of NO TAX DUE with Camdenton designation
- Food Preparation / Sales
 - Missouri Sales Tax Number & Certificate of NO TAX DUE with Camdenton designation
 - Camden County Health Department Permit
- Alcohol Sales / Service (License period July 1 – June 30 annually)
 - Missouri Sales Tax Number & Certificate of NO TAX DUE with Camdenton designation
 - Copy of State of Missouri and Camden County Liquor Licenses
- Contractor or General Contractor
 - Complete the Application for Contractors License
 - Proof of Workers' Compensation Insurance Coverage (if exempt, submit notarized Affidavit of Exemption for Workers' Compensation form)
- Home-Based
 - Home Occupation Checklist
 - Same requirements for all businesses and types (no inspection required)

Business license renewals need to be completed yearly or if the business changes location or ownership. More information on these codes and ordinances visit www.camdentoncity.com and click on City Code. More information is available by calling Camdenton's Building Official or Code and Fire Official at 573-346-3600. A copy of the International Property Maintenance Code is available for viewing at Camdenton City Hall.

Additional Contacts Listed on Back

Questions? Contact the Camdenton City Hall at 573-346-3600

CITY OF CAMDENTON CONTACTS:

City of Camden

Phone: (573) 346-3600
Fax: (573) 346-2926
E-mail: cityhall@camdentoncity.com

Camdenton Police Department

Phone: (573) 346-3600
Fax: (573) 346-7920
E-mail: policedept@camdentoncity.com

Mid-County Fire Protection District

Phone: (573) 346-2049
Fax: (573) 346-1045
Burn Permits: (573) 346-3262

Camden County Health Department

Phone: (573) 346-5479
Fax: (573) 346-0173
E-mail: bee.dampier@lpha.mo.gov

ADDITIONAL CONTACTS:

Missouri Secretary of State
Register business' legal or fictitious name
(573) 751-4936

Missouri Department of Labor
Workers' Compensation (Contractor's Only)
(573) 751-4231

Missouri Alcohol & Tobacco Control
Missouri Liquor License
(573) 751-5454

Camden County Health Department
Food Inspection and Permits
(573) 346-5479

Missouri Department of Revenue
Missouri Sales Tax and Certificate of No Tax Due
(573) 751-5860

Camden County Assessor's Office
Business Personal Property
(573) 346-4440

Camden County Collector's Office
Merchant's License
(573) 346-4440

Camden County Clerk's Office
County Liquor License
(573) 346-4440