

## Starting a Business: Permits and Licensing

### STATE AND FEDERAL

- Register as a business entity with the State of Missouri
  - Visit <http://www.sos.mo.gov> or call 573-751-4936
    - a) Application for Reservation of Name
    - b) Request for Tax Clearance - Form DOR 943
    - c) List of additional filings depending on type of entity
- Obtain your Federal Employer ID:
  - Visit [www.irs.gov](http://www.irs.gov)
- Obtain your Missouri Tax ID (Missouri Tax Registration)
  - Visit <https://dor.mo.gov/registerbusiness/> or call 573-751-5860
- Obtain applicable licenses / permits for the State of Missouri:
  - Search by industry at <https://openforbiz.mo.gov/register>
- For Health Department related inspections and permitting, call 660-736-4121.

### LOCAL

- Obtain an Atchison County merchants license (if business collects sales tax):  
Application and \$25 fee; Collector's office, 400 S. Washington St., Rock Port; 660-744-2770
- Obtain a city business license:
  - City of Fairfax: only for alcohol and/or tobacco; Main St., Fairfax; 660-686-3520
  - City of Rock Port: Application and \$15 fee (liquor additional fee, approved by Board of Aldermen). 500 S. Main St., Rock Port; 660-744-2636
  - City of Tarkio: Application at City Hall, fee depends on type of business (\$6-\$50); 602 Main St., Tarkio; 660-736-4821