

## Starting a Business: Permits and Licensing

For all information pertaining to starting a business in Missouri, visit <https://openforbiz.mo.gov/>

To register as a Business entity: <http://www.sos.mo.gov>; 573-751-4936  
<https://www.sos.mo.gov/business/corporations/forms>

- a) Application for Reservation of Name - Form BE 1
- b) List of additional filings depending on type of entity

To obtain Federal Employer ID: [www.irs.gov](http://www.irs.gov)

- Choose “Apply for an Employer ID Number (EIN)”

To obtain a Missouri Tax ID:

- Missouri Tax Registration: <https://dor.mo.gov/registerbusiness/>;  
Contact info: 573-751-5860 / [businesstaxregister@dor.mo.gov](mailto:businesstaxregister@dor.mo.gov)  
Mailing address: MO Dept., Div of Taxation & Collection, PO Box 3300, Jefferson City, MO 65105

To obtain Licenses or Permits for the State of Missouri:

- Find list of industries at <https://openforbiz.mo.gov/register>

To obtain an Atchison County merchants license:

- Application and \$25 fee; Collector's office, 400 S. Washington St., Rock Port;  
660-744-6214 / 660-744-2700 (extension 1000)  
(If a business pays sales tax, a Merchant's License is required. Regardless, please contact the Collector's office to determine whether or not you need a license.)

Contact individual cities for permits required locally:

- City of Fairfax: only for alcohol and/or tobacco  
201 E 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; <https://www.rpmo.com/cityhall/page/licenses-permits>
- City of Tarkio: Application and \$25 fee (liquor additional fee, approved by Board of Aldermen)  
602 Main St., Tarkio, 660-736-4821; <https://tarkiomo.com/license-payment-options/>

For Health Department related inspections and permitting: Atchison County Health Department contracts with Nodaway County Health Department to share a health inspector. Call 660-562-2755 to ask for the Environmental Sanitarian.