



City Clerk's Office
300 North Coal Street
Mexico, Missouri 65265
www.mexicomissouri.net

Voice: 573.581.2100
Fax: 573.2581.2236

Dear Applicant:

To obtain a Peddler, Solicitor and Canvasser's License to operate within the Mexico city limits you will need to complete the license application by furnishing all information requested, signing before a notary, and returning the application with your payment.

The license fee is based on the number of days of operation and the number of peddlers, solicitors and Canvassers that will be working in the city.

Peddler, Solicitor and Canvasser

\$10.00 per day/per person

The license application must be completed in full providing a photo identification of each peddler/solicitor or canvasser. Identification of the vehicle that it will be used for transportation is also a requirement.

Please note that receipt of a payment does not constitute automatic issuance of license. A 3-5 day process time will need to be allowed before you schedule your sales in Mexico. Upon approval, each applicant will receive a license that will need to be carried with them during their scheduled sales dates.

Please contact my office if you have any questions.

Sincerely,

Marcy LeCount
City Clerk

MEXICO, MISSOURI PEDDLERS, SOLICITORS, & CANVASSERS LICENSE APPLICATION

FOR OFFICE USE ONLY	LICENSE PERIOD	Amount Paid <u> </u> \$
Valid _____ to _____	BUSINESS LICENSE #	<u> </u> New <u> </u> Renewal <u> </u> Cash <u> </u> Check

PLEASE PRINT – INCOMPLETE APPLICATIONS WILL BE RETURNED

Full Name of Applicant	Driver's License Number & State
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Date of Birth	Place of Birth:	City	County	State	Zip
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Age	Height	Weight	Hair Color	Eye Color	Vehicle Description & License Number
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Legal Business Name	Missouri Retail Sales Tax No.	License Type
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Attention/DBA.	Business Phone	Cell Phone
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Legal Mailing Address	City	State	Zip
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Local Address	City	State	Zip
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Description of Business Activities (include description of Product or Service Offered)

Dates you will be in Mexico, Missouri	List other Cities you have Worked in during the Past 6 months
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List Area of City Where You Will Work	Are you a United States Citizen? Yes <u> </u> No <u> </u>
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Have you ever been convicted of any violations of state or municipal laws or ordinances (Other than minor traffic violations)?

Yes No

If Yes, Provide Details _____

Have You Ever Had a Business License Revoked or Suspended? Yes No

If Yes, Give Details _____

I state that I am the applicant and hereby declare all above information to be true and correct. The business to be operated will be conducted in a fair, responsible and reasonable manner without misrepresentation, fraud, willful misconduct or false statement. If business ceases operation or license is suspended or revoked, all license, insignia, etc. will be immediately returned to the City Clerk. If there are changes or transfers of ownership, changes of address or changes in type of business conducted, the City Clerk will be notified.

NEW: Under Oath, I affirm that I participate in a Federal Work Authorization Program and do not and shall not employ any person who does not have the legal right or authorization under Federal law to work in the United States. (Refer to Missouri House Bill 1549)

Date	Applicant Signature (If Corporation President and Secretary must Sign)
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Subscribed and sworn before me, this _____ day of _____

My commission will expire _____

NOTARY PUBLIC

Please return your completed application and fee to:
 City of Mexico, Clerk's Office, 300 N. Coal, Mexico, MO 65265
 Phone: 573-581-2100 Fax: 573-581-2236

City of Mexico, Missouri

Business License Application
Departmental Approval Form

-----OFFICE USE ONLY-----

License Number _____

Name of Business: _____

Application: Approved _____ Denied _____

License Period: _____

Fee Paid: _____ Date Fee Paid: _____

Community Development - Building/Fire Inspector

I have conducted an inspection of the premises and observed no violations of the City of Mexico Building and Fire Codes.

Building/Fire Inspector

Date

Community Development - Zoning Compliance

I verify the business use complies with property zoning.

Signature

Date

Health (New Food Service Only)

Premises comply with requirements

Signature

Date

Public Safety

Receipt of application acknowledged.

Signature

Date