



# BUSINESS LICENSE APPLICATION

## Alcoholic Beverage License Application

City of Belton, Missouri

520 Main Street Belton, MO 64012

P 816.331.4331 [cityclerk@belton.org](mailto:cityclerk@belton.org)

Reminder – A business may **NOT** sell alcohol until a city alcohol license is approved and issued.  
City licenses expire June 30 of each year. **Liquor License fees are prorated.**

New Application     Change of Managing Officer

What type of License are you applying for? Check all that apply. License fees are prorated.

### Retail

- Package Liquor \$150.00
- Beer Original Package [includes Sunday Sales] \$ 75.00
- Beer By the Drink [includes Sunday Sales] \$ 75.00
- Beer & Light Wine By the Drink \$ 75.00
- Retail By the Drink \$450.00
- Retail By the Drink, tax exempt \$ 50.00
- Sunday Sales \$300.00

### Wholesale

- 5% Wholesale Solicitor \$150.00
- 22% Wholesale Solicitor \$300.00
- Liquor Wholesale Solicitor \$750.00

### Manufacturing

- 5% Manufacturer Solicitor \$375.00
- 22% Manufacturer Solicitor \$300.00
- Liquor Manufacturer Solicitor \$675.00

**Microbrewery** \$7.50/100 barrels or fraction thereof, max \$375.00

**Domestic Winery or Brandy / Wine Manufacturer** \$7.50/100 gallons or fraction thereof, max \$450.00

State Law Reference – RSMo 311.090; 311.180; 311.195; 311.200; 311.293; 311.480; 311.482; 311.485

## Liquor Managing Officer’s Information (liquor license applicant)

Name \_\_\_\_\_  
First Middle Last (Maiden)

Home Address (physical address) \_\_\_\_\_  
(no PO Boxes)  
City \_\_\_\_\_ St MO Zip \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_  
(This is the address the liquor license will be mailed to)  
City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Cell Number ( ) \_\_\_\_\_ SS# \_\_\_\_\_ Birthdate \_\_\_\_\_  
Month / Day / Year

Place of Birth \_\_\_\_\_ Email Address \_\_\_\_\_

**Office Use Only**  
Approved by \_\_\_\_\_ Date \_\_\_\_\_ Fee \$ \_\_\_\_\_

**Business Information (the business holding the state liquor license/the Belton business requesting the liquor license)**

**A current/active business license must be on file for the business requesting this liquor license.  
A new business license and liquor license can be applied for simultaneously.**

Belton Business Name \_\_\_\_\_ DBA Name (if different) \_\_\_\_\_

Belton Address (physical address) \_\_\_\_\_  
(No PO Boxes)

\_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Belton Phone Number \_\_\_\_\_ Local contact person \_\_\_\_\_

Description of Type of Business \_\_\_\_\_

I hereby certify that the business or occupation I intend to pursue under the authority of the license for which I am applying does not violate or otherwise conflict with existing laws of the State of Missouri or ordinances of the City of Belton. I hereby state that I will not violate any of the ordinances of Belton, Missouri, the laws of the state of Missouri, or the law of the United States in the conduct of the business for which this permit is sought. I hereby state the information contained herein is true, correct, and complete to the best of my knowledge. I also acknowledge that this is only an application and is not approval for me to operate a business within the City of Belton, Missouri.

*Please note: this application must be fully completed and legible before it will be processed.*

\_\_\_\_\_  
Signature of Liquor Managing Officer  
(Liquor License Applicant)

\_\_\_\_\_  
Date

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I, (Liquor Managing Officer/Applicant-print name) \_\_\_\_\_,  
being of lawful age, subscribe to the foregoing document and do hereby make solemn oath that the  
statements contained therein are true and complete according to the best of my knowledge, information,  
and belief. I am the person who is to be actively engaged in the actual control and management of the  
particular liquor establishment for which the permit is hereby sought.

\_\_\_\_\_  
Signature of Liquor Managing Officer  
(Liquor License Applicant)

\_\_\_\_\_  
Date

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_.

My commission expires \_\_\_\_\_

(Notary Seal)

\_\_\_\_\_  
Notary Public

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### Check List for Belton Liquor License

- Application, completely and legibly filled out
- A copy of the Liquor Managing Officer's (Liquor License Applicant) driver's license
- A state criminal history background check dated within the last six months from the Missouri Highway Patrol for the Liquor Managing Officer (Liquor License Applicant). Applications can be obtained by accessing the Highway Patrol's website at [www.mshp.dps.mo.gov](http://www.mshp.dps.mo.gov) or by calling 573.751.1000.
- A copy of the Missouri state liquor license

**The application/investigation fee is \$100, cash or check (payable to the City of Belton).**

The application/investigation fee must be submitted with the application.

The application/investigation fee is in addition to City applicable liquor license fee(s). Liquor license fee(s) are prorated. At the time of license issuance, the City Clerk's office will inform the applicant how much the license fee(s) are. The license fee(s) can be paid by cash, check (payable to the City of Belton), or online (2.45% processing fee).

Questions? Need additional assistance?  
Please contact the City Clerk's Office 816.331.4331 or [cityclerk@belton.org](mailto:cityclerk@belton.org)