

## City of Washington Pawnbroker Business License Application

405 Jefferson Street Washington, MO 63090

(636) 390-1048 or (636) 390-1090 & Fax (636) 390-1068

Email: [shellebusch@ci.washington.mo.us](mailto:shellebusch@ci.washington.mo.us)

**Annual License: July 1, 2016-June 30, 2017**

**½ year license: July 1, -December 31, 2016 or January 1, - June 30, 2017**

Business Name: \_\_\_\_\_

Corporate Name (If applicable): \_\_\_\_\_

Owner's name/Licensee: \_\_\_\_\_ DOB: \_\_\_\_\_

Business Address: \_\_\_\_\_

Owner's Home Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

*Please list one of the following:*

State Tax ID# \_\_\_\_\_ Federal Tax ID# \_\_\_\_\_ SSN \_\_\_\_\_



**Requirements: (you *MUST* have all of the following before the license will be issued)**

1. Approved Commercial Certificate of Occupancy
2. \$500 Investigation Fee (*one-time fee for all new pawnbrokers*)
3. \$500 Annual Fee (*for ½ year licenses, the fee is ½ the base amount*).
4. Base business license fee plus employees: \$60.00 plus \$2 per employee.
5. Have NET ASSETS of \$50,000 readily available for use in conducting business. This should be prepared by an independent certified public accountant.
6. Proof of \$5,000 Surety bond (not to exceed this amount). The Surety Company must be qualified to do business in this state.
7. Proof of General Liability Insurance Coverage (\$50,000).
8. Criminal Record Check (approved by the Missouri State Highway Patrol).
9. Proof of NO-TAX DUE statement.
10. **Must Have City Council Approval.**

**Number of employees:** \_\_\_\_\_ **Estimated License Fee:** \_\_\_\_\_

I declare under penalty of perjury that this application has been examined by me and that the statements made herein are in good faith pursuant to the City of Washington, MO tax regulations and, to the best of my knowledge and belief, are true, correct, and complete.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***We accept cash or check for payment. Make checks payable to: City of Washington***