

## H. City Liquor License

(573) 471-2512

Any business selling alcoholic beverages by the package or glass must have a City Liquor License. To obtain a liquor license you must: 1. Complete a liquor license application, which can be obtained from the Office of the City Treasurer or at [www.sikeston.org](http://www.sikeston.org). 2. Contact Missouri Department of Public Safety Alcohol & Tobacco Control to apply for a state license. 3. Submit the completed application along with a \$15 fee. Contact the City Treasurer at the above number or visit [www.sikeston.org](http://www.sikeston.org)



The City of Sikeston has some of the lowest electric rates in the State of Missouri.



Sikeston Department of Economic Development

128 N. New Madrid St.  
Sikeston, Missouri 63801

Phone: (57.3) 471-2780

Fax: (573) 471-7564

## OPENING A BUSINESS IN SIKESTON



HELPFUL INFORMATION PROVIDED AS A  
COURTESY OF SIKESTON DEPARTMENT OF  
ECONOMIC DEVELOPMENT



Sikeston City Hall, 105 E. Center Street

### ⇒ Important Contacts when Starting a Business

- ⇒ Sikeston Department of Economic Development (573) 471-2780
- ⇒ Sikeston Regional Chamber (573) 471-2498
- ⇒ Small Business Development Center (573) 986-6084
- ⇒ Small Business Administration, [www.SBA.gov](http://www.SBA.gov) 800-827-5722
- ⇒ Utilities
  - Liberty Utilities Gas Co. (573) 471-9919
  - AT&T (573) 334-9882
  - Water, sewer & electric-Sikeston Board of Municipal Utilities (573) 471-3328



## Check List for Opening a Business

- A. Is the property zoned for the use (s) you are proposing?
- B. Do you need to make improvements that could require a building, plumbing, electrical, or other permits?
- C. Has an occupancy inspection been performed?
- D. Have you applied for a Sikeston business license?
- E. Have you obtained a sales tax number?
- F. Have you registered with the State of Missouri?
- G. Has your signage been approved by the Sikeston Code Department?
- H. If preparing or serving food, has the County Health Department been contacted?
- I. Is your proposed business located in your home or another residential building?
- J. If serving alcoholic beverages, have you applied for a Sikeston Liquor License?



### A. Zoning Requirements

(573) 471-2512

All property in the City is zoned as Residential, Commercial, or Industrial. With few exceptions, businesses may not operate in a Residential Zone. Those exceptions include C1 Neighborhood. Before opening a business in Sikeston you should contact the City Code Department to make sure that your business is properly zoned for the intended use.

### B. Building Permits

(573) 471-2512

A building permit is required for all alterations, additions, renovations, and construction of all commercial projects. The procedure for obtaining a commercial building permit :

1. Complete and submit a permit application
2. Submit 1 set of sealed architectural plans, as well as 1 electronic PDF version formatted for large scale printing, project manuals, and storm water management information.
3. Include with the plans a cost breakdown of the project.
4. Purchase building permit.

Building permits are issued through the City of Sikeston Code Department, 105 E. Center St.

### C. Business License

(573) 471-2193

The purpose of the City's business licensing is to provide a registry of businesses in the city and to protect legitimate businesses from unfair competition with businesses operating in violation of federal, state and local laws. The City issues the following business occupational licenses:

Merchants	Mowing/Lawn care	Painter
Carnival/Circus	Contractor	Plumber
Itinerant Vendor	Handyman	Electrician

The licensing process: Complete and submit a Business license application along with a \$25 inspection fee. Provide a copy of your Missouri Retail Sales License (if applicable). Pass inspection by Building Code Enforcement Officer. Pay license fee based on the type of business. It is the business owner's responsibility to renew the license. Applications are available at [www.sikeston.org](http://www.sikeston.org) (or the Collector's office).

### D. Sales Tax Number

(314) 877-0177

A city business license is only issued after a state sales tax number, if applicable, is obtained from the Missouri Department of Revenue. Contact local State office at the above number, or visit [dor.mo.gov/forms/2643.pdf](http://dor.mo.gov/forms/2643.pdf)

### E. State Registration

(866) 223-6535

Most companies operating in Missouri must register with the State. Unincorporated businesses must also file if they do business under any title other than the actual name of the owner. Visit [www.sos.mo.gov/](http://www.sos.mo.gov/) for information, or contact the Office of the Secretary of State in Jefferson City at the above number.

### F. Signage

(573) 471-2512

The City regulates the size, type, and placement of all business signage. Before deciding on the type of sign (s) you want for your business, contact the City Code Department. All permanent signs require a permit, and must be approved by Code Enforcement.

### G. County Health Department

All eating and/or drinking establishments are required to have a health permit.

Scott County Health Department (573) 471-4044  
102 Grove Estates Court, Sikeston, MO 63801

New Madrid County Health Department (573) 748-5541  
406 US Hwy 61, New Madrid, MO 63869