

**BUSINESS LICENSE APPLICATION**

**Miscellaneous Business**

**Phone**

City of Kansas City, Missouri  
Revenue Division

**(816) 513-1135**

**RD-102  
(11/07)**

Period From:

Period To:

**Legal Name:**

EIN:

**Mailing Address:**

Account ID:

**DBA Name:**

SIC Code:

**Business Address:**

**Please call (816) 513-1135 if there is a change in name, address, or FEIN/SSN**

Please print numbers carefully as shown and avoid contact with the edges of the box. Do not use dollar signs.

0	1	2	3	4	5	6	7	8	9
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**Business Licenses expire December 31st of each year. To avoid penalty pay before March 1st.**

Table Number (see instructions) \_\_\_\_\_

- 1. Gross annual receipts for calendar year 2000
- 2. Annual fee due (from table)
- 3. Credit for prior year overpayment (if applicable)
- 4. Total fee due (line 2 minus line 3)
- 5. Penalty: 10% of line 4, if paid on or after March 1, 2001, plus 2% per month for subsequent months (maximum penalty is 30%)
- 6. Total amount due (sum of lines 4 and 5)
- 7. Amount paid

	DOLLARS							CENTS	
1.									
2.									
3.									
4.									
5.									
6.									
7.									

8. "X" box 8 if amended return (see instructions)

**ATTACH ALL REQUIRED CLEARANCES (WORKERS' COMP REQUIRED OF CONSTRUCTION APPLICANTS)**

9. For office use only: "X" if Workers' Comp clearance attached

**Make check payable to CITY TREASURER DO NOT SEND CASH Mail to PO Box 15623 Kansas City, MO 64106-0623**

Under penalties of perjury, I declare this return to be a true, correct, and complete accounting for the taxable year stated.

I authorize the Commissioner of Revenue or delegate to discuss my return and attachments with my preparer. Yes  No

Taxpayer Signature	Print Name	Title	Date	Phone
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Preparer's Signature (if other than taxpayer)	Print Name	Title	Date	Phone
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**RD-102 FEE TABLES**

TABLE 46, GROSS ANNUAL SALES		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	200,000	70
200,001	300,000	110
300,001	400,000	150
400,001	500,000	190
500,001	600,000	230
600,001	900,000	270
900,001	1,800,000	470
1,800,001	3,000,000	750
3,000,001	5,000,000	1,050
5,000,001	NONE	1,500

TABLE 50, GROSS ANNUAL SALES		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	600,000	175
600,001	750,000	225
750,001	1,250,000	300
1,250,001	2,000,000	475
2,000,001	2,750,000	650
2,750,001	3,500,000	825
3,500,001	5,000,000	1,050
5,000,001	NONE	1,500

TABLE 63, BUSHEL CAPACITY		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	750,000	160
750,001	1,000,000	213
1,000,001	2,000,000	422
2,000,001	3,000,000	628
3,000,001	4,000,000	835
4,000,001	5,000,000	1039
5,000,001	6,000,000	1243
6,000,001	7,000,000	1447
7,000,001	8,000,000	1649
8,000,001	9,000,000	1851
9,000,001	10,000,000	2052
10,000,001	NONE	2253

TABLE 76, GROSS ANNUAL BUSINESS		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	50,000	45
50,001	100,000	90
100,001	200,000	180
200,001	300,000	270
300,001	500,000	450
500,001	750,000	675
750,001	1,000,000	900
1,000,001	1,500,000	1,275
1,500,001	2,000,000	1,750
2,000,001	3,000,000	2,250
3,000,001	NONE	2,500

TABLE 108, GROSS ANNUAL SALES		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	100,000	90
100,001	300,000	180
300,001	600,000	360
600,001	900,000	540
900,001	1,200,000	720
1,200,001	1,600,000	910
1,600,001	2,000,000	1,100
2,000,001	2,500,000	1,285
2,500,001	3,000,000	1,500
3,000,001	3,500,000	1,730
3,500,001	4,500,000	1,965
4,500,001	5,000,000	2,200
5,000,001	NONE	2,500

TABLE 128, GROSS ANNUAL BUSINESS		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	250,000	200
250,001	500,000	400
500,001	1,000,000	600
1,000,001	2,000,000	800
2,000,001	3,000,000	1,000
3,000,001	4,000,000	1,250
4,000,001	5,250,000	1,500
5,250,001	7,500,000	1,750
7,500,001	10,000,000	2,000
10,000,001	12,500,000	2,250
12,500,001	NONE	2,500

TABLE 129, GROSS ANNUAL BUSINESS		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	28,000	35
28,001	100,000	70
100,001	250,000	140
250,001	500,000	280
500,001	1,000,000	560
1,000,001	3,500,000	1,120
3,500,001	6,000,000	2,230
6,000,001	8,500,000	3,340
8,500,001	11,000,000	4,450
11,000,001	13,500,000	5,560
13,500,001	16,000,000	6,670
16,000,001	18,500,000	7,780
18,500,001	21,000,000	8,890
21,000,001	NONE	10,000

TABLE 130, TONS OF PRODUCTION		
Multiply the number of tons by .024 (\$500 minimum)		

TABLE 132, GROSS ANNUAL BUSINESS		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	50,000	50
50,001	125,000	100
125,001	250,000	200
250,001	500,000	300
500,001	850,000	400
850,001	1,525,000	500
1,525,001	1,875,000	600
1,875,001	2,375,000	700
2,375,001	3,050,000	800
3,050,001	3,725,000	900
3,725,001	4,400,000	1,000
4,400,001	5,075,000	1,100
5,075,001	5,750,000	1,200
5,750,001	6,600,000	1,400
6,600,001	7,450,000	1,600
7,450,001	8,300,000	1,800
8,300,001	9,150,000	2,200
9,150,001	10,000,000	2,400
10,000,001	NONE	2,500

TABLE 131, TONS OF PRODUCTION		
Multiply the number of tons by .0165 (\$500 minimum)		

TABLE 133, GROSS ANNUAL BUSINESS		
LOW LIMIT	HIGH LIMIT	FEE DUE
0	600,000	200
600,001	750,000	300
750,001	1,250,000	450
1,250,001	2,000,000	650
2,000,001	2,750,000	825
2,750,001	3,500,000	1,000
3,500,001	5,000,000	1,500
5,000,001	NONE	2,000

**Instructions for Filing Business License Application-Miscellaneous Business (Form RD-102)  
and Prior Year Adjusted Return (Form RD-104)**

**Phone (816) 513-1135  
RD-102/104A**

(Rev 11/07)

**Miscellaneous** businesses are required to complete form RD-102 for the current year and, if applicable, form RD-104 for the previous year to obtain a business license. **The license fee for new businesses is based upon estimated gross receipts. Existing businesses will use the previous year's gross receipts to determine the current year fee. Form RD-104 should be used to report actual gross receipts for the previous year.** To avoid delays in processing, use forms provided or forms approved by the Revenue Division of the City of Kansas City, Missouri.

**General Instructions**

1. The following information must be entered on both forms (**IF YOU NEED CHANGES OR CORRECTIONS MADE TO THE FORMS SENT TO YOU, PLEASE CONTACT THE BUSINESS LICENSE SECTION AT (816) 513-1135**)
  - Taxable period (calendar year only)
  - SIC/NAICCode (if known)
  - Business name and location
  - Table number used (form RD-102)
  - FEIN/SSN
  - Missouri Sales Tax Number (required for retail sales)
  - Mailing address
2. **All new businesses and businesses that have relocated are required to obtain zoning clearances prior to issuance of business licenses. All required clearances must be attached to Business License Application.** For information on zoning requirements, contact the Development Services, Permit Division, 5<sup>th</sup> floor, City Hall, (816) 513-1500. Construction businesses must attach a copy of their certificate for workers' compensation coverage or a copy of Missouri Form WC-65-B, if exempted from coverage. Other clearances may be required.
3. **The following may delay issuance of your business license:**
  - Failure to furnish required information
  - Calculation error
  - Failure to attach proper clearances
  - Failure to pay other city taxes
  - Incorrect payment amount (i.e., failure to include penalty)
  - Not filing both forms together (RD-102 and RD-104)
  - Failure to use forms approved by the Revenue Division
4. **When and where to file:**

Forms RD-102 and RD-104 are due prior to **March 1<sup>st</sup>** of each year for businesses operating in any portion of both the current and prior years. New businesses are required to file form RD-102 prior to operating. Tax returns may be filed in person with the Revenue Division, 414 East 12th Street, 2<sup>nd</sup> Floor-East, Kansas City, Missouri. **Mail completed returns and checks to: Revenue Division, P.O. Box 15623, Kansas City, MO 64106-0604**
5. **Penalty provisions:**
  - a. **A late charge of 10% of the amount due shall apply on March 1<sup>st</sup> of the current year and 2% of the original fee shall apply the first of each month thereafter (maximum 30%) until paid in full. New businesses, which have not filed are subject to the 10% penalty on the 61<sup>st</sup> day of business and to the additional 2% penalty the first of each month thereafter.**
  - b. A statement of gross receipts on preliminary license application resulting in payment of less than 80% of the actual amount due, unless equal to or exceeding the gross receipts for the preceding year, will result in interest charges of 8% of the deficiency. These charges will be added to the annual license fee and are computed from the date of payment of the preliminary license fee to the date of payment of the annual fee.

**Complete RD-104 prior to completing RD-102 (not applicable to new businesses)**