

CITY OF LADUE
HOME BUSINESS LICENSE TAX DUE STATEMENT

Home businesses pay \$50 annually for business operations based within a residence in the City of Ladue. Completed Business License renewal paperwork and payment are due by **March 1st** each year. Any payments received after March 1st will be assessed a penalty of 1% per month according to Ladue Code Section 50-17.

Required items for a complete license renewal:

- Home Business License Tax Due Statement
- Signed Home Occupation Agreement
- Accurate Payment in Full

Mail or Renew In Person:	City of Ladue 9345 Clayton Rd. Ladue, MO 63124
---	--

Fee: \$ 50.00 _____
Late Penalty: (if applicable) \$ _____
Total: \$ _____

BUSINESS INFORMATION

Business Name: _____
Registered Business Name (If Different From above): _____
Address: _____
Phone: _____ Email: _____
Website: _____

ADDITIONAL

Business Description: _____
MO Sales Tax ID: _____

As an authorized representative of the above business, I do hereby declare that the information contained in this Tax Due Statement is correct per sections 50-16 thru 50-53 of the City of Ladue code.

Business Owner Name (*print*): _____
Signature: _____ Date: _____

If you have any questions or need to verify correct payment amount you may email us at licensing@cityofladue-mo.gov or call (314) 993-3439. This application is also available in alternative format (e.g., large print, braille) by request.

Home Occupation Agreement

(Addendum to Zoning Review/ Business License Renewal)

Name of Business: _____

Property Address: _____

As an operator of a home occupation in the City of Ladue, I agree to comply with all City of Ladue Ordinances, including the requirements listed below:

- 1) The Home Occupation is being conducted in a single-family dwelling which is
 - (a) clearly incidental and secondary to the use of the dwelling, and does not change the character of the dwelling, and
 - (b) of which there is no indication from the exterior that the dwelling is being utilized in whole or in part for any purpose other than a dwelling.
- 2) The home occupation is conducted wholly within the dwelling.
- 3) There is no outside storage or display of materials in connection with the home occupation.
- 4) The home occupation is conducted by a member of the family residing on the premises with no more than one additional employee.
- 5) The property shall have no signs other than a nameplate normally permitted for a residence.
- 6) No commodity is sold on the premises other than that prepared on the premises.
- 7) The sale of commodities on the premises will not create more than six (6) trips per day to and from the dwelling by all customers of the home occupation.
- 8) The delivery of any materials for the home occupation will not exceed two (2) trips per day by any vehicle not owned by a member of the family.
- 9) The mechanical equipment used for the home occupation is a size and type that is similar to domestic mechanical equipment or is customarily found in a business office.
- 10) Short-term rentals shall not be allowed. (A short-term rental is a rental of a property or any portion thereof for dwelling purposes for a period of less than 30 days.)

These requirements are listed in the definition of Home Occupation in Section XV of the Ladue Zoning Ordinance #1175, as modified by Ordinance #2164.

I agree to the requirements specified above and understand the City may revoke/deny my business license should I fail to comply with these requirements. I understand that if my business license is revoked, I will be required to re-apply for a business license. I also agree to comply with all other City of Ladue Ordinances regarding noise, health, and all other requirements relating to my property and business activities.

Signed: _____ Date: _____

Print name: _____