CITY OF LADUE
RETAIL BUSINESS LICENSE TAX DUE STATEMENT

Retail businesses must submit the following items by **March 1st** of each year:

☐ License Tax Due Statement, Signed and Complete

☐ Retail Business Tax Due Worksheet (see reverse side) – *Based on actual gross receipts reported to the Department of Revenue*

☐ Accurate License Tax Payment

☐ No Tax Due letter issued by the Missouri Department of Revenue.

☐ Food Service Business: Proof of recent inspection with St. Louis County Department of Health

All of the above items must be received to constitute a complete renewal application. Renewals received after March 1st will be assessed a penalty of an additional 1% per month per Ladue City Code Section 50-17.

REMIT TO: City of Ladue 9345 Clayton Rd. Ladue, MO 63124

BUSINESS INFORMATION

Business Name: _____

Address: _____

Phone: _____ Other Phone: _____

Email: _____ Website: _____

MAILING/BILLING INFORMATION FOR RENEWAL NOTICES *(If different from above)*

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

ADDITIONAL
Business Description: _____

MO Tax ID: _____ Number of Employees: _____

Property: ☐ Owned ☐ Rented (check one)   If Rented, Property Owner Name & Phone: _____

_____

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

Signature: _____ Title: _____

Authorized Representative Name: _____

CITY OF LADUE
RETAIL BUSINESS TAX DUE WORKSHEET

BUSINESS NAME: _____ **FOR THE YEAR:** _____

Gross Receipts up to 2 million: Subtract $12,500, divide by $1,000 = **Line 3**
Amount of Gross Receipts <u>over</u> 2 million: Divide by $500 = **Line 4**

ROW	TAX FEE CALCULATIONS	ACTUAL PRIOR YEAR	ESTIMATED CURRENT YEAR
1	**ANNUAL GROSS RECEIPTS**		
2	**BASE FEE** – (Minimum rate for first $12,500 in revenue.)	$50.00	$50.00
3	**GROSS RECEIPTS** - $12,500 to $2,000,000 Divide by $1.00 by $1,000		
4	**GROSS RECEIPTS** – Over $2,000,000 Divide by $.50 per $1,000		
5	**SUBTOTAL** Total of Row 2-4 for each Column		
6	**BOTH YEAR TOTALS** Add total of *Actual Prior* and *Estimated Current,* row 5		
7	**LESS PRIOR YEAR PAYMENT**		
8	**TOTAL AMOUNT DUE** Subtract row 7 (*Less Prior Year Payment)* from row 6 (*Both Year Totals*)		
9	**PENALTY (IF APPLICABLE)** 1% of *Amount Due* per month if paid after March 1st		
		TOTAL DUE	

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.