



City of Basehor

2620 N. 155th St – P.O. Box 406, Basehor, KS 66007

913-724-1370 – Fax 913-724-3388 – cityofbasehor.org

BUSINESS LICENSE APPLICATION

Application Fee \$50.00 / Late Fee of \$50.00 applied after January 31st for all license renewals

Business Name: _____

Legal Business Name (if different than DBA): _____

Type of Business: _____

Contact Name & Title: _____

Phone: _____ email: _____

Business Address: _____

Street Address – PO Box

City, State Zip

Mailing Address: _____

Street Address – PO Box

City, State Zip

Preferred Correspondence by: Letter Email

Is this a renewal for a new year? YES NO

Is this a brand-new business? YES NO

Is this business located in a Basehor residence? YES NO

Is this business located within the Basehor City Limits? YES NO

REQUIRED INFORMATION:

The following requirements must be attached when completing the City of Basehor Business License Application.

1. Johnson County Contractors License: _____ Employer FEIN: _____
2. Is the owner and/or business current with the State of Kansas on their *state* taxes? Yes No
3. Please provide a copy of your Certificate of Tax Clearance from the state of Kansas. *The form can be obtained at <https://www.ksrevenue.org/taxclearance.html>* (this does not pertain to sales tax). This applies to all businesses, regardless of office location.
4. A copy of your Liability Insurance.

Failure to provide the required documents will delay in receiving your business license and possibly any permits of which were applied for.

I _____, certify the above written information to be true and correct.
Please Print

Authorized Signature

Date _____

Office Use Only

Visa / MC / Discover / CK # _____ Receipt # _____ Tax Clearance Insurance

Biz. Lic. #: _____ Property Zoned As: _____ Verified by: _____