

LICENSING REQUIREMENTS - LEBANON FARMERS' MARKET

SALES TAX

You are required by the State of Missouri to collect and remit sales taxes on your farmers' market sales. You must register with the Missouri Department of Revenue, at which time you will be assigned a sales tax number. To register, complete the Business Tax Registration Application (Form 2643) and submit it to: **Business Tax Registration, P.O. Box 357, Jefferson City, MO 65105-0357.**

You may also register online using Online Business Registration. You may also register in person. Contact the Department of Revenue at **(573-751-5860)** for further information.

LACLEDE COUNTY MERCHANT'S LICENSE

A Merchant's License is issued for the calendar year of January 1 through December 31, and the annual license fee is \$25.00. You will need to have your sales tax license before obtaining the Laclede County Merchant's License. The merchant's license is obtained at the Laclede County Collector's office. **(417-532-4301)** , **Fax: (417-533-7420)**

County Government Center, 200 N. Adams, Lebanon, MO 65536

E-mail: collector@lacledecountymissouri.org

ITINERANT VENDOR'S LICENSE

This license is available at no cost from the City of Lebanon. You will need to apply for it at **Lebanon City Hall, 401 S. Jefferson.** You will need to take your Missouri State sales tax license with you when you apply. There is a two to five business day turn-around once you submit the application. Please apply early enough that you will have the license when our market opens in April. If you have questions about the license, you can reach the City Hall at **(417) 532-2156.**