

City of Starkville
Privilege License Application

Office Use Only:
License # _____
Date Issued _____
Clerk Issued _____

1. BUSINESS OWNER NAME _____
2. Address _____
City/State/Zip Code _____
Mailing Address (if different) _____
City/State/Zip Code _____
3. Home Phone # _____ - _____ - _____ 4. Business Phone # _____ - _____ - _____
5. Fax Number # _____ - _____ - _____ 6. Additional Phone # _____ - _____ - _____
7. Email Address _____
8. Website URL _____
9. SSN / FID _____ 10. State ID _____
11. Trade Name (DBA) _____
12. Location _____ Starkville, MS 39759
 - A. Home Based YES NO (If yes & you own the home, skip to #13)
 - B. What was in this location before your business, if known? _____
 - C. Is your business location in a mall, shopping center, or office complex? YES NO
 - D. If yes, what is the name of the complex? _____
 - E. Are you leasing this location? YES NO
 - F. If yes, when does your lease end? _____ (Month & Year)
 - G. Name & Address of Landlord _____

13. Type of Business _____
 - A. Do you sell beer? YES NO B. Do you sell or serve food? YES NO
(If yes to 14A. and / or 14B, additional documents required – see guidelines)
 - C. If the business is a service type business, how many full-time employees do you have? _____
 - D. If the business is a sales type business, how much is your inventory? \$ _____
 - E. If business is a rental care business, how many rental cars do you have? _____

I HEREBY CERTIFY THAT ALL INFORMATION GIVEN ON THIS APPLICATION FOR THE PURPOSE OF SECURING A PRIVILEGE LICENSE, AND DETERMINING THE AMOUNT DUE, IS TRUE AND CORRECT.

Applicant must sign here: _____

Print name here: _____

If partnership or corporation, give official title of person making application

PRIVILEGE LICENSE GUIDELINES
CITY OF STARKVILLE
110 W. Main Street, Starkville, MS 39759 • 662-323-2525

1. Retail Business – (License Fee will be determined from inventory amount)

- Obtain inspection certificates from:
Fire Department: 662-323-1845
Building Inspector, Building Department: 662-323-8012
- Obtain a Mississippi Tax Identification Number from the Mississippi Tax Commissioner's Office (601-923-7700) www.dor.ms.gov
- Obtain a Federal Identification Number: www.irs.gov (Apply for an employer ID number)
- Bring above documents to the City Clerk's Office located at 110 W. Main Street, Starkville, MS and complete the application for a Business License and remit the appropriate license fee

2. Food Services Business – (License Fee will be determined by the number of "Full-time" employees. For this purpose "full-time" shall be 30 hours per 7-day week)

- Obtain inspection certificates from:
Fire Department: 662-323-1845
Building Inspector, Building Department: 662-323-8012
- Obtain a Mississippi Tax Identification Number from the Mississippi Tax Commissioner's Office (601-923-7700) www.dor.ms.gov
- Obtain a Federal Identification Number: www.irs.gov (Apply for an employer ID number)
- Obtain a Food Service Permit from the Oktibbeha County Health Department (662-323-4565)
- Bring above documents to the City Clerk's Office located at 110 W. Main Street, Starkville, MS and complete the application for a Business License and remit the appropriate license fee

3. General Service – (License Fee will be determined by number of "full-time" employees. For this purpose "full-time" shall be 30 hours per 7-day week)

- Obtain inspection certificates from:
Fire Department: 662-323-1845
Building Inspector, Building Department: 662-323-8012
- Obtain a Mississippi Tax Identification Number from the Mississippi Tax Commissioner's Office (601-923-7700) www.dor.ms.gov
- Obtain a Federal Identification Number: www.irs.gov (Apply for an employer ID number)
- Bring above documents to the City Clerk's Office located at 110 W. Main Street, Starkville, MS and complete the application for a Business License and remit the appropriate license fee

4. General Contractors-(License Fee will be determined by number of "full-time" employees. For this purpose "full-time" shall be 30 hours per 7-day week)

- Background check is required on the owner of the business
- Surety bond payable to the City of Starkville in the amount of \$1000 is required.
- Obtain a Mississippi Tax Identification Number from the Mississippi Tax Commissioner's Office (601-923-7700) www.dor.ms.gov
- Bring above documents to the City Clerk's Office located at 110 W. Main Street, Starkville, MS and complete the application for a Business License and remit the appropriate license fee
- Obtain a Federal Identification Number: www.irs.gov (Apply for an employer ID number)
- MS State Board of Contractors (EXEMPT WITH COPY OF LICENSE)