

## Liquor License Checklist

- Application for Business License (if you do not already have one)
- Fee of \$25 for Business License
- Application for Liquor License
- If there is a church, school, or daycare within 300' of the business then letters need to be sent to property owners within 300' of the business. Letter's sent by City of Marshfield staff.
- Fee for type of liquor license request
- Certificate of Liability Insurance
- Applicants Driver's License
- Applicants Voter Registration Card
- Missouri No Tax Due Certificate
- Liquor License from the State of Missouri
- Individual Applicants: A list of all the people who have a financial interest in this business.
- Applicant background check (Completed in our office)