# How to start a business in Joplin Missouri

## Step 1

**Finance Department**
Bring your Missouri Sales Tax ID and fill out the Business License Application

New construction and remodel

**Building Department**
Submit 3 sets of plans and schedule a pre-development meeting

Liquor sales

**Police Department**
Fill out the Liquor License Application and get fingerprinted with Atlas Risk Management

## Step 2

**Applicable inspections**
Each department will contact the applicant to discuss inspection process

Pass all required inspections. Address items that need corrected

**Departments for inspections**
*Check all applicable departments needed

- ☐ Planning and Zoning Department
- ☐ Building Department
- ☐ Fire Department
- ☐ Health Department

## Step 3

Visit the Finance Department to pay for and receive licenses

Follow up with any required annual inspections and license fees

Thank you for being a part of what makes Joplin great!

**Finance Department**
Business License Clerk
602 S Main St
3rd floor
417-624-0820
ext. 1242

**Building Department**
Plan Reviewer or Building Permit Technician
602 S Main St
4th floor
417-624-0820
ext. 1523/1521

**Planning and Zoning Department**
City Planner
602 S Main St
4th floor
417-624-0820
ext. 1511

**Police Department**
Administrative Assistant
303 E 3rd Street
417-624-0820
ext. 1432

**Fire Department**
Administrative Assistant or Fire Marshal
303 E 3rd Street
417-624-0820
ext. 1261/1307

**Health Department**
Asst. Director
321 E 4th Street
Lower Level
417-624-0820
ext. 1287