Finance Department
602 S Main Street
Joplin, Missouri 64801
417-624-0820, ext. 1242
Fax: 417-624-4620
license@joplinmo.org

Requirements for Contractor & Subcontractor License

#1: Submit Business License Application to Finance Department

#2: $10,000 License & Permit Bond

This is sometimes called a Surety Bond. The bond can be purchased from an insurance company.

To Say:	Commercial General Builder	(Commercial Build & Remodel)
	Residential General Builder	(Residential Build & Remodel)
	Subcontractor	(Specialty Work – must state what type of work)

#3: Certificate of Public Liability & Workers' Compensation Insurance

Liability Insurance – The City of Joplin must be listed as the certificate holder. The coverage must be at least $300,000 combined single limits for bodily injury or property damage.

Workers' Compensation Insurance – Contractors with more than one employee must provide proof of workers' compensation insurance.

If exempt from workers' compensation insurance, an affidavit/waiver must be signed. Exemptions: sole proprietors or single owners and members of a partnership (not included in employee count).

#4: Business License Fee

Fee Classification (Prorated)	General Builder (Commercial)	General Builder (Residential)	Subcontractor (Specialty Work)
Per Year	$500.00	$200.00	$150.00
9-Month License	$375.00	$150.00	$112.50
6-Month License	$250.00	$100.00	$75.00
3-Month License	$125.00	$50.00	$37.50

9-Month License: license issued after Aug 15th (valid thru April 14th)
6-Month License: license issued after Nov 15th (valid thru April 14th)
3-Month License: license issued after Feb 15th (valid thru April 14th)

Make Checks Payable to CITY OF JOPLIN

- IMPORTANT: Subcontractors cannot work under a General Builder's business license. Each subcontractor must have a City of Joplin subcontractor business license.
- The City of Joplin business license year runs from April to April. The fee is due on April 15th each license year.
- The City of Joplin accepts the following payment methods: cash, check, Visa, MasterCard, Discover Card, or American Express. Upon completion of these requirements, work in the City of Joplin may start immediately.