



ADMINISTRATION
P.O. Box 395
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Nixa, Missouri 65714
Phone: 417-725-3785
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CONTRACTOR LICENSE APPLICATION INFORMATION

Welcome to the City of Nixa. Thank you for choosing to build in Nixa. Below is step by step instructions to help expedite your application.

1. Please complete the Contractor's License Application for the business, corporation, partnership, Limited Liability Company, limited liability partnership, professional corporation, sole proprietorship, association of person, etc. The fee for a new contractor's license is \$50.00. The contractor's license will expire December 31st of the application year.

- NOTE: The yearly renewal fee is \$25.00. Any gap in renewal will automatically require a new contractor's license application and fee of \$50.00.

2. If your business has Worker's Compensation please provide us with an Insurance Certificate from your insurance company. If necessary this certificate can be faxed to 417-725-6394.

3. Please complete the Affidavit of Exemption for Worker's Compensation (page 2), only if your business does not have Worker's Compensation. A notary is available at City Hall.

4. Once you complete your contractor's license application you will be issued a City of Nixa business license. The business license number serves as your contractor's license number.