

Business Information				
Business Name	<i>Business Name provided will appear on the issued license. Include your DBA here, if applicable.</i>			
Physical Address				
City		State		Zip
City of Missoula Business License Number				
License Type & Fees				
Select ONE	<input type="checkbox"/> Food \$39 Annual Fee	<input type="checkbox"/> Alcoholic Beverages served \$77 Annual Fee		
Location				
Select ALL THAT APPLY	<input type="checkbox"/> Bar <input type="checkbox"/> Casino <input type="checkbox"/> Restaurant / Food Service <input type="checkbox"/> Retail (Grocery, Convenience Store, etc.)			
	<input type="checkbox"/> Off Premise <input type="checkbox"/> On Premise <input type="checkbox"/> Sidewalk Café Endorsement <i>Sidewalk Café's must complete the additional Sidewalk Café Addendum Application.</i>			
Contact Information				
Contact Name				
Phone				
Email				

The applicant shall submit an application to Development Services that includes the following:

*The City does not require this site plan to be completed by a licensed architect or engineer but it does require sufficient accuracy and information for the City and the State to review.*

- ☐ Site Plan drawn to a scale not greater than 1"=20' on letter or legal sized paper
- ☐ Plan shows the proposed sidewalk serving area; If service of alcoholic beverages is proposed, include a floor plan within the restaurant structure as required by the State to amend the liquor license
- ☐ Building façade and dimension of the width facing sidewalk
- ☐ All access, ingresses and egresses, to the building Sidewalk location and width
- ☐ Curb location
- ☐ Any / all existing obstructions on public sidewalk such as parking meters, trees and tree planters, bike racks, signs, utility poles, fire hydrants, etc.
- ☐ Proposed location of furniture, demarcation and delineation of the service area (if applicable for serving alcohol), garbage collection, signs etc.
- ☐ Storage area for furniture
- ☐ Certificate of Insurance with the City being a certificate holder for comprehensive general liability insurance; minimum of \$750,000/occurrence and \$1,000,000/umbrella limits

Submit your application by emailing

[coordinators@ci.missoula.mt.us](mailto:coordinators@ci.missoula.mt.us).

*All applications are processed in the order they are received*

You can also mail or drop off your application at:

City of Missoula

Attn: CPDI - Business Licensing

435 Ryman St

Missoula, MT 59802