



Business License Application Non-Profit / Exempt Organization

12350 W 87 Street Pkwy
P.O. Box 14888
Lenexa, KS 66285-4888

Phone 913-477-7500
Fax 913-477-7730
www.lenexa.com

Date ____ / ____ / ____

Common Name of Organization (dba) _____

Legal Name of Organization (if different than dba) _____

Physical Address of Organization:

Street # (or range of #s) and Name _____ ()	Suite, Apt, Pillar, etc. _____ ()	<u>Lenexa</u>	<u>Kansas</u>	_____ Zip
Organization Address Phone # _____ ()	Cell # _____ ()		Fax # _____ ()	

Mailing Address: (if different from Physical Address)

Name for Mailing Address: dba Legal Name Other _____

Street # (or range of #s) and Name _____ ()	Suite, Apt, Pillar, etc. _____ ()	City _____	State _____	Zip _____
Mailing Address Phone # _____ ()	Cell # _____ ()		Fax # _____ ()	

Contacts:

■ Primary Contact: _____
Name Title/Type of Contact Email Address

Home Address – Street # and Name _____	City _____	State _____	Zip _____	Phone # _____ ()	Cell Phone # _____ ()
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■ Secondary Contact: _____
Name Email Address

Title/Type of Contact _____	Phone # _____ ()	Cell Phone # _____ ()
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■ Emergency Access Contacts. Who would be able to provide access to your building for City Emergency personnel? Print names in order of preference to call first:

a. Name _____	Tel # _____	Alternate Tel # _____
b. Name _____	Tel # _____	Alternate Tel # _____
c. Name _____	Tel # _____	Alternate Tel # _____
d. Name _____	Tel # _____	Alternate Tel # _____

Check only if either of these apply: This is a **change** in organization name physical business address
 Is organization located in a Lenexa residence? N Y
 Do you have a fire/intrusion alarm? N Y - I will apply for an **Alarm User Registration** via www.lenexa.com
 I have attached a copy of my IRS tax exempt status (required)

I declare under penalty of perjury that to the best of my knowledge and belief the statements made herein are true and correct.

Signature of Organization Agent/Owner _____	Title _____	Date _____
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The filing of this application or the granting of a business license neither confirms nor approves the use of land as regulated under the provisions of the zoning code, and is further subject to all applicable federal, state and local laws and regulations which apply to specific occupations and businesses.

FOR OFFICE USE ONLY

License Effective from _____	Business License Number _____
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