



200 North Second Street, Suite 303  
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**CITY OF ST. CHARLES, MISSOURI  
DRAINLAYER  
OCCUPATION LICENSE APPLICATION  
Fiscal Year July 1, 2018 – June 30, 2019**

\_\_\_\_\_  
**Company Name**

\_\_\_\_\_  
**License Holder**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**City, State, Zip Code**

\_\_\_\_\_  
**Telephone Number**

\_\_\_\_\_  
**e-mail**

**LICENSE FEE:     \$20.00/Year  
                          \$10.00/ ½ year**

**License Renewal** \_\_\_\_\_ **New License** \_\_\_\_\_ (check one)

**I (We) hereby make application for a Drainlayer license for the period beginning  
July 1, 2018, and ending June 30, 2019**

\_\_\_\_\_  
**Signature of Applicant**

Companies whose offices reside in St. Charles County are required to submit a copy of their paid personal property taxes.

**Internal Office Use**

License No. \_\_\_\_\_

Bond Expiration Date \_\_\_\_\_

PP Tax \_\_\_\_\_ Waiver \_\_\_\_\_

**CITY OF ST CHARLES  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
200 NORTH SECOND STREET, SUITE 303  
SAINT CHARLES MO 63301-2891**

**DRAINLAYER'S INFORMATION**

1. If Drainlayer has a license issued by State of Missouri Health & Senior Services, that is acceptable.

We also have three tests that the Drainlayer can take. It will cost \$50 to take **each** test. This test will only allow the Drainlayer to work in the city limits of St. Charles.

2. A \$10,000 compliance bond made out to the City of Saint Charles. Bonds for one year or more **must expire on June 30<sup>th</sup> unless you have a continuous bond. If your bond is continuous, it should show the beginning date and have the word continuous included. You must submit the original bond to our department - no bond copies.**
3. A check for \$20.00 for a drainlayer's license. The license is renewable each year. The license is good from July 1 to June 30 of the following year.

PLEASE NOTE: If the drainlayer is getting his license after December 31st the license fee is \$10.00

4. A paid personal property tax receipt or tax waiver **in company name**. Companies whose offices reside in St. Charles County are required to submit a copy of their paid personal property taxes or obtain a waiver from the St Charles County Assessor, 636-949-7425.
6. If your business is run from your home and you reside in the City of St. Charles, you will need to apply for a Home Occupation license.

Questions regarding the above may be directed to the Department of Community Development at 636-949-3227