

Starting a Business in Odessa

Use this checklist to prepare your business for opening day.



Checklist

- Register your business with the [State of Missouri](#).
- Obtain a [Missouri Sales Tax ID](#), if applicable.
- Obtain a food permit with the [Lafayette County Health Department](#), if applicable.
- Obtain a Merchant License from the [Lafayette County Collector's Office](#).
- Create an account with the [Lafayette County Assessor's Office](#).
- Obtain [state](#) and [county](#) liquor licenses, if applicable.
- Apply for a [City of Odessa sign permit](#), if applicable.
- Activate [utility services](#) by contacting the appropriate providers.
- Apply for a [City of Odessa business license](#).
- Apply for a [City of Odessa liquor license](#), if applicable.
- Schedule an occupancy inspection by calling City Hall.
- Contact the [Odessa Chamber of Commerce](#) for membership information and to schedule a ribbon-cutting ceremony.

Planning & Development

- Zoning: Verify that your intended business use is permitted at your location.
- Building Permits: Determine whether a building permit is required before making any renovations, alterations, or improvements.
- Signage: Obtain a City sign permit before installing or displaying any signage.
- Business License: All businesses operating within the City of Odessa are required to obtain a business license, regardless of whether they are physically located in Odessa.

Contact Information

Name	Phone Number
City of Odessa	816-230-5577
Community Development	816-230-5577 Ext 2
Chamber of Commerce	816-633-4044
Lafayette County Health Department	660-259-6250
Spire Gas	800-582-1234
US Post Office	816-623-0206
Lafayette County Assessor's Office	816-259-6158
Lafayette County Collector	816-259-6171

Name	Website
City of Odessa	www.cityofodessamo.com
Odessa Chamber of Commerce	www.odessamochamber.com
Missouri Secretary of State	www.sos.mo.gov
Missouri Department of Revenue	www.dor.mo.gov
Lafayette County Health Department	www.lafayettecountyhealth.org
Lafayette County Assessor and Collector	www.lafayettecountymo.gov
Missouri Liquor Licensing	www.atc.dps.mo.gov

