



APPLICATION FOR LODGING ESTABLISHMENT LICENSE

Kansas Department of Agriculture
Food Safety & Lodging
1320 Research Park Drive 2nd Floor Manhattan, KS 66502
(785) 564-6767
www.agriculture.ks.gov/fsl

ESTABLISHMENT INFORMATION

Establishment Name: _____ Phone: _____

Establishment Address: _____ Fax: _____

City, State, Zip Code: _____ County: _____

Effective Date of Operation: ____ / ____ / ____ Email Address (for renewals): _____

OWNERSHIP INFORMATION

(READ CAREFULLY: Please list corporation, partnership, partners or individual owner)

Legal Ownership: _____

- Individual / Sole Proprietor Partnership (LLP / LP)* Corporation (Corp. / Inc.)* LLC*

* Is ownership registered with the Kansas Secretary of State? No Yes--Business Entity ID #: _____

To register with the Secretary of State go to www.kssos.org or call 785-296-4564 to register your ownership in KS

* Federal Tax ID #: _____

Contact Person: _____ Phone: _____

Mail License and Renewal To: Establishment Optional Address

OPTIONAL MAILING ADDRESS

Mail to Name: _____

Mailing Address: _____

City, State, Zip Code: _____

agree as a condition to the granting of a license to comply with and abide by all the terms of the Kansas Lodging Inspection Act and the rules and regulations prescribed thereunder. I declare the above statements are true, complete and accurate to the best of my knowledge.

Signature

____ / ____ / ____
Date

Printed Name

Title

For Office Use Only
Inspector: _____
Inspection Date: ____ / ____ / ____
Task Assigned: ____ / ____ / ____

For Office Use Only
License # _____
Date Issued: ____ / ____ / ____ Initials: _____

A separate application and fees will need to be submitted for each location needing a license.
NOTE: ALL new applications require an application fee and a license fee.

All licenses run April 1st to March 31st.

Make checks payable to: Kansas Department of Agriculture or KDA

A credit card payment form can be downloaded at:

<https://www.agriculture.ks.gov/home/showpublisheddocument/7644/638525718735530000>

Please mark the appropriate choice below. This will be verified during initial inspection.

Application Fee:

+

License Fee:

_____ 1 – 29 Rooms = \$100 (LN1)

_____ 30+ Rooms = \$200 (LN2)

1 – 9 Rooms = \$ 30.00 (LR1)

Add \$10.00 for each additional 10 rooms.
(See attached fee schedule)

Total number of rooms in establishment: _____

Total fee submitted: _____

Please check the appropriate box(s) below

Complimentary Breakfast for Guests: Yes* No

Other Food Service provided for non-guests: Yes* No

*If answer is **YES** to either category above you will be required to submit a separate application and fees for a Food Establishment license.

[Food Establishment Application](#)

****For Office Use Only****

LN1 _____ LN2 _____

CK CC MO Cashier Elec Check Cash

Number _____ Transaction # _____ Amount \$ _____

SCHEDULE OF LODGING ESTABLISHMENT LICENSE FEES EFFECTIVE JULY 1, 2011

License Fee:

1 – 9 rooms.....	\$ 30.00
10 – 19 rooms.....	\$ 40.00
20 – 29 rooms.....	\$ 50.00
30 – 39 rooms.....	\$ 60.00
40 – 49 rooms.....	\$ 70.00
50 – 59 rooms.....	\$ 80.00
60 – 69 rooms.....	\$ 90.00
70 – 79 rooms.....	\$100.00
80 – 89 rooms.....	\$110.00
90 – 99 rooms.....	\$120.00
100 – 109 rooms.....	\$130.00
110 – 119 rooms.....	\$140.00
120 – 129 rooms.....	\$150.00
130 – 139 rooms.....	\$160.00
140 – 149 rooms.....	\$170.00
150 – 159 rooms.....	\$180.00
160 – 169 rooms.....	\$190.00
170 – 179 rooms.....	\$200.00
180 – 189 rooms.....	\$210.00
190 – 199 rooms.....	\$220.00
200 – 209 rooms.....	\$230.00
210 – 219 rooms.....	\$240.00
220 – 229 rooms.....	\$250.00
230 – 239 rooms.....	\$260.00
240 – 249 rooms.....	\$270.00
250 – 259 rooms.....	\$280.00
260 – 269 rooms.....	\$290.00
270 – 279 rooms.....	\$300.00
280 – 289 rooms.....	\$310.00
290 – 299 rooms.....	\$320.00
300 – 309 rooms.....	\$330.00
310 – 319 rooms.....	\$340.00
320 – 329 rooms.....	\$350.00
330 – 339 rooms.....	\$360.00
340 – 349 rooms.....	\$370.00
350 – 359 rooms.....	\$380.00
360 – 369 rooms.....	\$390.00
370 – 379 rooms.....	\$400.00
380 – 389 rooms.....	\$410.00

Add \$10.00 for each additional 10 rooms.