



# Business Registration

**\$25 Fee (Waived Until May 2027)**

\*=Required Field

## BUSINESS INFORMATION

\*Business name: \_\_\_\_\_ Month & year established: \_\_\_\_\_

\*Business address: \_\_\_\_\_

\*Business phone: \_\_\_\_\_ Business email address: \_\_\_\_\_

Business website: \_\_\_\_\_

Business type:  Service  Retail  Manufacturing/Warehouse  Food Service  Not for Profit

Choose one: This business is...  Mobile  Home-based  A storefront (not home-based)

Business owner(s): \_\_\_\_\_

Business owner(s) phone(s): \_\_\_\_\_

Business owner(s) email(s): \_\_\_\_\_

\*Keyholder name & phone: \_\_\_\_\_

Preferred way to receive communication:  Email  Phone

## PROPERTY OWNER INFORMATION

\*Property owner name/phone: \_\_\_\_\_

Property owner email address: \_\_\_\_\_

Property owner address: \_\_\_\_\_

## ADDITIONAL DOCUMENTATION:

If a business is required to provide any of the following documentation, such materials must be submitted for the registration to be considered complete. An application may be submitted without all required documentation; however, no certificate will be issued until all required materials have been received by the Office of Community Development. Outstanding documentation shall be provided as soon as it becomes available.

Illinois Department of Revenue documentation

Health Department certification(s)

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form to the Office of Community Development.**