



Village of University Park

698 Burnham Drive • University Park, Illinois 60466 - 2708 • (708) 534-6451 • Fax (708) 534-3430

GENERAL BUSINESS LICENSE APPLICATION

PLEASE FILL IN ALL BLANKS; IF NOT APPLICABLE, PLEASE STATE. (PLEASE TYPE OR PRINT FIRMLY)

1. TYPE OF LICENSE (Nature of business): _____ FEE: _____

2. BUSINESS INFORMATION:

Name: _____ Address: _____
Illinois Retail Occupation Tax Number (Sales Tax): _____ Phone: () _____
Square Footage of: Operating Area _____ Storage Area _____ Total _____ Number of Employees _____
Anticipated Opening Date (for new business): _____ Number of University Park Residents As Employees _____

3. BUSINESS OWNERSHIP: (Please check one)

Individual Owner: Supply full name, residence address, phone number, and birth date.
Partnership: Supply full name, residence address, phone number, and birth date of each partner or principal member
Corporation: Supply full name, residence address, phone number and birth date of each principal officer or registered agent

a. Name: _____ Phone: () _____
Address: _____ Birth date: _____
b. Name: _____ Phone: () _____
Address: _____ Birth date: _____

Person responsible for daily management of business: Name: _____ Phone: () _____
Address: _____
E-Mail: _____
Person to be contacted in case of emergency: Name: _____ Phone: () _____
Address: _____
E-Mail: _____

4. PROPERTY OWNERSHIP:

Owner's Name: _____ Phone: () _____
Address: _____ P.I.N #: _____
If leased, list name and address of leasing agent: _____
When does current lease expire (attach copy of lease)? _____

5. ADDITIONAL INFORMATION:

a. Are any Federal, State, County, or Township licenses required for the conduct of the proposed business operation?
Yes, list the jurisdiction, name, and license number of each such license.
b. If vehicles are to be used in the conduct of the business, list, on a separate sheet of paper, the make, model, serial number and year of each vehicle and its intended use.
c. Is this license application for a renewal? Current License #: Date of expiration:

6. VENDING MACHINES: Will there be vending machine(s) located on the business premises? Yes No If so how many?

Owner of Machines: Name: Address: Phone: ()

Note: The business owner is responsible for the licensing of all vending machines. The vending machine license is a separate license and must be obtained from the Village.

Filling Stations - Gasoline Pumps: On a separate sheet of paper, list the total number of storage tanks on site, capacity of each such tank, and the total number of gasoline pumps.

7. AFFIDAVIT:

a. Has any owner, partner, corporate officer or director of the business for which this application is being made ever been convicted of the commission of a felony under the laws of the State of Illinois or any other State or Federal law of the United States?
Yes No

b. I HEREBY CERTIFY THAT THERE ARE NO WILLFUL MISREPRESENTATIONS IN, OR FALSIFICATIONS OF, THE ABOVE STATEMENTS, ANSWERS AND ATTACHMENTS. I AM AWARE THAT SHOULD INVESTIGATION DISCLOSE SUCH MISREPRESENTATIONS AND FALSIFICATIONS, MY APPLICATION WILL BE REJECTED, OR IF ALREADY ISSUED, MY LICENSE WILL BE SUBJECT TO REVOCATION

Signature of Principal Owner (s) or Partners or Corporate President Copy Distribution:
Name and Title: (1) Main Office
(2) Code Enforcement
Fire Department
Name and Title: (3) Applicant