

VILLAGE OF SPRING GROVE

7401 Meyer Road, Spring Grove, IL 60081

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Registration # _____

APPLICATION FOR BUSINESS REGISTRATION

Registration is required annually by January 1 of each year.

Please complete in full and return to the Municipal Centre no later than January 1 in order to have the annual fee, \$25.00, waived.

Section 1: Business Information

Date: _____

Name of Business:	
Doing Business As:	
Business Address:	
Mailing Address (if different from above):	
Type of Business:	
<i>Owner is responsible for ensuring that the property is properly zoned to conduct type of business prior to opening business</i>	
Business Phone:	Business Fax:
Website Address: www.	Email Address:
Number of Employees:	Hours of Operation:

Section 2: Owner Information and Landlord Information

Owner Information	Landlord Information
Name:	Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Phone:	Phone:

Section 3: Emergency Information – Local personnel who are key holders and available 24 hours in case of emergency.

Contact #1	Name	Home Phone #	Cell Phone #
Contact # 2	Name	Home Phone #	Cell Phone #
Contact # 3	Name	Home Phone #	Cell Phone #

Section 4: Fire Alarm Information (if your business has a fire alarm)

Agency Monitoring Alarm

Name:
Address:
Phone #:
Alarm Location:

Signature of Owner or Manager REQUIRED

Print Name and Title



Section 5: Coin Operated Machines: \$50 annual fee per machine

	Device Description	IL License #	Spring Grove Tag # (for office use only)
1.			
2.			
3.			
4.			
5.			

First time applicants for Coin Operated Machines must fill out the Coin Operated Amusement Device Application. You may download a form from the village’s website, www.springgrovevillage.com

Section 6: Hazardous/Flammable Material

List all hazardous and flammable material stored on the premises of your business

FOR OFFICE USE ONLY

Date Application Received: _____

Application Fee Received:

Business Registration \$ _____

Coin Operated Devices: \$ _____