



Village of Lemont  
Community and Economic Development Department  
418 Main Street, Lemont, IL 60439  
Phone (630) 257-1595  
Fax (630) 257-1598

## Business License Application Form

### APPLICANT INFORMATION

Name		
Street Address (home address for applicant)		
City	State	Zip Code
Home Phone Number	Mobile Phone Number	

### BUSINESS INFORMATION

Name of Business		
Street Address		
Corporation or Registered Agent		
Business Phone Number	Business E-mail Address	
Illinois Sales Tax ID Number	Resale Number	Other Number
Federal ID Number	Exempt Number	

Business:  New       Existing (Renewal)      Size of Business (in square feet): \_\_\_\_\_  
Building:  Owned       Leased      Number of Parking Spaces: \_\_\_\_\_  
Food Service:  Yes       No      Number of Employees: \_\_\_\_\_  
Seating Capacity: \_\_\_\_\_      Number of Vehicles: \_\_\_\_\_

Type of Business       Retail       Office       Service       Industrial       Other

Detailed Description of Business Operation (attach additional pages if necessary):

North American Industrial Classification (NAICS) Code: \_\_\_\_\_

**NOTE: A CERTIFICATE OF OCCUPANCY IS ALSO REQUIRED FOR ALL NEW BUSINESSES. IF YOU PROPOSE MODIFICATIONS TO THE BUILDING/UNIT, THEN A BUILDING PERMIT MAY BE REQUIRED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. IF NOT, AN APPLICATION FOR A CERTIFICATE OF OCCUPANCY IS STILL REQUIRED. PLEASE CONTACT THE VILLAGE OF LEMONT BUILDING DEPARTMENT IF YOU HAVE ANY QUESTIONS. A BUSINESS LICENSE WILL NOT BE ISSUED UNTIL A CERTIFICATE OF OCCUPANCY HAS BEEN GRANTED.**

**ALARM / EMERGENCY INFORMATION**

Do you have an alarm?     Yes                     No

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What type of alarm?     Burglar             Panic             Hold Up             Fire

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Is ringer located:         Inside             Outside

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How is Southwest Central Dispatch alerted to the alarm?     Direct to alarm board     Phoned in by private alarm company

Alarm Company Name: \_\_\_\_\_

Alarm Company Address: \_\_\_\_\_

Alarm Company Phone: \_\_\_\_\_

Do you have a cleaning service?     Yes             No            If yes, please list days and times they are on premise: \_\_\_\_\_

**EMERGENCY / KEY HOLDER INFORMATION**

(attach additional pages if necessary)

Full Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

**FEES**

**An application fee shall be paid at the time of application. An application shall not be considered complete and review will not occur until the application fee is paid.**

**General Business License Fee (based on total area utilized for business operations or the area under the control of the business, excluding loading docks and parking areas that are incidental to business use):**

0 to 10,000 square feet:	\$100	5 acres to 9.99 acres	\$1,000
10,000 square feet to 1 acre:	\$300	10 acres or more	\$1,500
1 acre to 4.99 acres	\$500	Home Occupation:	\$100

**Other License and Inspection Fees (If applicable, payable upon license issuance):**

Tobacco:	\$100	Video Games:	Number x \$100 (for non-payout machines only)
Pool Tables:	Number x \$100	Bowling Lanes:	Number x \$10
Amusement Games:	Number x \$100	Scavengers:	\$1,000 (certificate of insurance required)
Jukeboxes:	Number x \$100	Health Inspections:	\$280.00
Vending Machines:	Number x \$25	Grease Trap	\$65 (1 inspection per year)

**TOTAL FEES:** \_\_\_\_\_

**AFFIRMATION**

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information submitted is true and correct to the best of my knowledge. As the owner or this business, I hereby certify that any activity on this property shall be in accordance with all applicable ordinances, codes, and policies of the Village of Lemont. I permit Village representatives to make all reasonable inspection and investigations of the subject property in accordance with Village codes.

\_\_\_\_\_  
Signature of Owner/Applicant

\_\_\_\_\_  
Date