



Business License Application

New Businesses

Business License ID

Business Entity Information

Legal Name of Business

DBA "Doing Business As" Name

Address

Business Phone Number

Business Website

Type of Business Corporation, Sole Proprietor, Partnership, Small Corporation, LLC

State and Federal ID Numbers

IDOR Account Number
(formerly IBT #)

An Illinois Department of Revenue Account ID # is required for businesses that conduct business in the State of Illinois or with Illinois customers. (Info: <http://tax.illinois.gov/Businesses/index.htm> > Business Registration)

Employer Identification Number

A Federal EIN is required for all business types except Sole Proprietorships. (Info: www.irs.gov/businesses > Employer ID Numbers). Sole proprietors should provide their SSN --.

Business Owner Information

Name

Address

City

State

Zip Code

Business Phone

Cell Phone

Home Phone

Email

Business Manager Information

Name

Address

City

State

Zip Code

Business Phone

Cell Phone

Home Phone

Email

Business Information

Date Business Opened	<input type="text"/> / <input type="text"/> / <input type="text"/>	Water service established?	<input type="checkbox"/> Yes, <input type="checkbox"/> No
Number of Employees	<input type="text"/> , <input type="text"/> <i>employees</i>	Size of Space	<input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <i>SF</i>
SIC Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Standardized Industrial Classification Code	NAICS Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> North American Industry Classification Code
Detailed Description of Business	<input type="text"/>		
List business in Roselle Business Directory (no charge) <input type="checkbox"/> Yes, <input type="checkbox"/> No			

Vehicles

Alarm Registration

Number of business vehicles: <input type="text"/> vehicles	By ordinance, Alarm Registration is required. The application is available at roselle.il.us/105/Alarm-Permits or at Village Hall.
Do they have Village Stickers? <input type="checkbox"/> Yes, <input type="checkbox"/> No	

Home-Based Businesses

Storage	Will there be storage of any kind at your home? <input type="checkbox"/> Yes, <input type="checkbox"/> No
	If yes, please describe. <input type="text"/>
Food	Does your business deal with food products? <input type="checkbox"/> Yes, <input type="checkbox"/> No
	If yes, describe storage. <input type="text"/>

Coin Operated Devices

Number of coin operated amusement machines (include ALL coin operated devices) <input type="text"/>	Number of coin operated vending machines <input type="text"/>
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Restaurants

Have you filled out the eating tax form?	<input type="checkbox"/> Yes, <input type="checkbox"/> No	Please see: http://www.roselle.il.us/477/Taxes-Tax-Forms
Seating capacity of restaurant	<input type="text"/> , <input type="text"/> <i>Seats</i>	
Check all those that apply	<input type="checkbox"/> Dine-in, <input type="checkbox"/> Carry Out, <input type="checkbox"/> Delivery	
Number of delivery vehicles	<input type="text"/>	
Do delivery vehicles have Roselle Village Stickers?	<input type="checkbox"/> Yes, <input type="checkbox"/> No	
Applicant	Signature	Date