



General Business License Application

New Business Application

Change of Address, Business Name, or Ownership

Current License #:GBL- _____ - _____

Business Information

1. Business name (DBA): _____
2. Federal Employment Identification Number (FEIN): _____ - _____
3. State of Illinois Taxpayer I.D. Number: _____ - _____
4. Address - physical location: _____, Suite # _____, Gurnee, IL
5. Business phone ____ - ____ - ____ 6. Business website (URL): _____
7. Shopping center or business park name, if applicable: _____
8. Gross Floor Area* occupied by the Business: _____ square feet.
9. This space will be owned leased by the Business
10. Starting business date in Gurnee: Month: _____ Year: _____
11. Business hours of operation:

<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>
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Open:

Close:

12. Number of parking lot stalls (off-street) available for the Business' use: _____ #exclusive _____ #shared
13. If delivery or service vehicles will be parked onsite, how many? _____ # during the day _____ # overnight
14. Employees (including long-term contractual) here in Gurnee: _____ #full time _____ #part time
15. How many employees will be onsite at any one time? (maximum #) _____
16. Has your business obtained a Certificate of Occupancy? Yes No

Billing Party Information – where license renewals and other official notices will be sent

17. Owner/Corporation name: _____
18. Mailing Address: _____ City: _____ State _____ Zip _____
19. Contact name: _____
20. Contact phone: (____) _____ - _____ 21. Email: _____

Emergency Contact Information

22. Primary keyholder: _____ 24-hr. Phone: (____) _____ - _____
23. Does your business have an alarm installed? Yes No Alarm type: _____

Business Structure and Description (for each question, select one which most closely describes the Business)

24. Corporation General Partnership or LLP(C) Sole Proprietor Not-for-Profit* Other
25. Office Retail Service Industrial/Flex Entertainment/Accommodations Other

