

VILLAGE OF BURNHAM

14450 Manistee Avenue
Burnham, Illinois 60633

Phone: 862-9150
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Richard Medina
Building Commissioner

BUSINESS & CONTRACTORS LICENSE REQUIREMENTS

- ❖ BUSINESS & CONTRACTORS NEED PROOF OF:
 - BOND (payable to Village of Burnham) - \$10,000 OR MORE
 - LIABILITY INSURANCE - \$10,000 OR MORE.
- ❖ CONTRACTORS MUST ALSO INCLUDE A PLOT OF SURVEY WITH THE DRAWING OF WHAT WILL BE DONE.
- ❖ WE ALSO ASK THAT YOU GIVE A VERY DETAILED DESCRIPTION.
- ❖ BUSINESS & CONTRACTOR FEE(S) ARE TO BE RENEWED ANNUALLY:
 - BUSINESS LICENSE FEE \$200.00
 - GENERAL CONTRACTORS \$200.00
 - ELECTRICAL CONTRACTORS \$200.00
 - SUB-CONTRACTORS \$100.00

BUILDING PERMIT REQUIREMENTS

- ❖ Fees are determined by the value of the project.
 - Fees are as follows:
 - \$20.00 for the 1st \$1,000
 - \$10.00 per \$1,000 thereafter &
 - \$50.00 inspection fee
 - ❖ A detailed description of the work required.
 - ❖ Various projects may require a plan or survey. Plans / surveys maybe required when the application is reviewed.

FOR OFFICE USE ONLY

Insignia

License No. _____
Fee _____
Date Issued _____
Date Typed _____
Expires _____

VILLAGE OF BURNHAM
APPLICATION FOR BUSINESS LICENSE

DATE _____

APPLICANT _____
(Full Name of Owner, Names of Partners, or Corporate Title)

BUSINESS NAME _____

BUSINESS ADDRESS _____

BUSINESS PHONE _____

CHECK AND FILL OUT ONE OF THE FOLLOWING:

_____ Sole Owner - Home Telephone No. _____

_____ Partnership - Date of formation _____

_____ Illinois Corporation - Date of
Incorporation _____

_____ Foreign Corporation - State of
Corporation _____
- Date qualified to
do business in IL _____

PARTNERSHIP:

<u>NAME</u>	<u>ADDRESS</u>	<u>HOME PHONE NUMBER</u>
_____	_____	_____
_____	_____	_____

CORPORATION:

<u>NAME OF OFFICER</u>	<u>ADDRESS</u>	<u>HOME PHONE NUMBER</u>
President _____	_____	_____
Secretary _____	_____	_____

Treasurer _____

Manager _____

Registered Agent _____

Has Assumed Name been filed with Cook County Clerk? _____

Date filed with County Clerk _____

(Submit copy of certified CERTIFICATE issued by Cook County Clerk)

TYPE OF BUSINESS _____

HOURS OF BUSINESS _____ NUMBER OF EMPLOYEES _____

RETAILERS' OCCUPATION TAX Registration No. _____

DO YOU OWN OR LEASE BUSINESS PROPERTY?

OWN _____	(Building _____	LEASE _____	(Building _____
	(Land _____		(Land _____

NAME OF OWNER _____

ADDRESS OF OWNER _____ PHONE NUMBER _____

NAME OF LESSOR _____

ADDRESS OF LESSOR _____ PHONE NUMBER _____

SQUARE FOOT AREA OF BUSINESS PROPERTY: Land _____ and Building _____

NUMBER OF VEHICLES OWNED AND OPERATED BY THE BUSINESS:

Cars _____ Trucks _____

YEAR & MAKE _____ LICENSE NO. _____

Has applicant had a license in this or another State revoked or suspended? _____ If so, state reason for suspension or revocation, city or state, and the business activity or occupation of applicant (Explain in detail): _____

ARE YOU INDEBTED OR OBLIGATED IN ANY MANNER TO THE VILLAGE OF
BURNHAM? YES _____ NO _____

(If applicant is an individual
or partnership, sign here)

(If applicant is a corporation, sign here)

(Signature of Applicant)

(Corporate Name)

(Signature of Applicant)

President

(Signature of Applicant)

Secretary

STATE OF ILLINOIS)

(Corporate Seal)

COUNTY OF COOK)

SS.

AFFIDAVIT

I, (WE), the undersigned Applicant, swear (or affirm) that the statements and information contained in the foregoing Business License Application are true and correct, are made upon my (our) personal knowledge, and are made for the purpose of inducing the Village of Burnham to issue the herein applied for business license.

DATED: _____

(If applicant is an individual
or partnership, sign here)

(If applicant is a corporation, sign here)

(Signature of Applicant)

(Corporate Name)

(Signature of Applicant)

President

(Signature of Applicant)

Secretary

(Corporate Seal)

20____. Subscribed and sworn to before me this _____ day of _____,

Notary Public

My Commission Expires:
