

BUSINESS APPLICATION

DOCUMENT
18

X	TYPE
	New Business
	Renewal

GENERAL INFORMATION

Zoning Designation	
SIC Code (if known)	
Year Business Started	
Year Business Started in Glen Carbon	
Email Where Registration is to be Sent	

X	TYPE
	Commercial
	Limited Liability
	Home Occupation
	Non-Profit
	Limited Partnership
	Professional Corporation
	Sole Proprietorship
	Other:

BUSINESS INFORMATION

Name of Company	
Physical Address	
Doing Business As (d/b/a)	
Telephone	
Email	
Mailing Address	
Number of Employees	Full Time: Part Time:
Hours of Operation	
Federal Employee Identification No. (FEIN)	
Illinois Business Tax No.	
Is this a Home-Based Business?	
Is this a Food Service Business?	

GIVE A BRIEF EXPLANATION OF THE DAY-TO-DAY OPERATIONS

LIST FEDERAL, STATE OR COUNTY LICENSEE OR CERTIFICATES HELD

LIST ANY TOXIC, FLAMMABLE OR HAZARDOUS MATERIAL STORED ON SITE

LOCATON STORED

BUSINESS OWNER

Name	
Name of Company	
Address	
Telephone	
Email	

BUSINESS MANAGER/AUTHORIZED REPRESENTATIVE

Name	
Name of Company	
Address	
Telephone	
Email	

CORPORATE INFORMATION

Name	
Name of Company	
Address	
Telephone	
Email	

ALARM COMPANY	
Name	
Name of Company	
Address	
Telephone	
Email	

INDICATE WHICH DOCUMENTS ARE ATTACHED	X
Copies of any Federal, State or County Licenses or Certificate Held	
Floor Plan of the New Business with Size Dimensions or Building & All Rooms	
Home Occupation Letter, if applicable	
Madison County Health Department Certification	
Other:	

ACKNOWLEDGMENT

By signing this Business Registration Application, I represent that all information is complete and accurate. I understand the Village Code as it pertains to Business Registration (Section 3) Zoning Regulations (Chapter 10). I also understand that any false information provided in this Application may be utilized to revoke my business registration.

I acknowledge that the Village of Glen Carbon strictly upholds its sign regulations as it relates to types, sizes, and placement of all signage within the Village. I understand that I must contact the Department of Building and Zoning before installing any signage in the Village.

PRINTED NAME OF OWNER	SIGNATURE OF OWNER	DATE

FOR OFFICE USE	
Date Application Received	
Zoning Designation Approved	
SIC Code Approved	
Occupancy Inspection Scheduled (Home Occupations Excluded)	
Approved By	
Date Approved	