

- New Business
- New Owners/ New Corp
- Change of Location
- New Name



Village of Niles
 Community Development
 1000 Civic Center Drive, Niles Illinois
 60714 847-588-8044 (Fax) 847-588-8050

Application Date _____
 Approved Application _____
 Pending/Not Approved _____

Business License Application/Registration

Niles D/B/A Business Name _____ Corporate Name _____

Niles Street Address _____ Corporate Street Address _____

Corporate City/State/Zip _____

Niles Phone #: _____ Niles Fax #: _____ Corporate Phone #: _____ Corporate Fax #: _____

Sales Tax # _____ Multiple location? YES NO Opening Date: _____ Sq. ft. of space _____

Check each that applies

- Individual Business
- Partnership
- Privately held Corp
- LLC
- Publicly held
- Association
- Retail
- Service
- Food Service
- Manufacturing
- Distribution
- Non-Profit
- State Licensed

Specific Nature of Business _____

Will prepared food and/or beverage be sold at this location? YES NO

*I understand that as the business owner, I will notify the Village of Niles should I decide to sell prepared food and/or beverage at this location. Ord. 07-22 requires businesses that sell prepared food and/or beverage must collect and remit directly to the Village of Niles the additional 1% food and beverage tax.
 (see reverse side for definitions) Contact Finance Department for additional information: 847-588-8035*

(Owner/Partner/President) Name _____ **Home Phone** _____

Home Address _____ City _____ State _____ Zip _____

Have you ever had a business license, registration or permit denied or revoked? No Yes

If yes, explain _____

Property Owner/Landlord

Name _____ Phone _____

Emergency Information (Information is used by Police and Fire—Provide 3 contacts)

Circle One ↓

Name _____	Title _____	City _____	Phone _____	Home/Cell/Pager
Name _____	Title _____	City _____	Phone _____	Home/Cell/Pager
Name _____	Title _____	City _____	Phone _____	Home/Cell/Pager

I/We understand the issuance of this license is conditional upon compliance with all Village of Niles ordinances, State and Federal Law and the results of any inspection required by ordinance at this time and further inspections while the license is in force. Some businesses are required to obtain Special Use Permit or the business may not be permitted in the zoning district. All businesses must obtain an approved Certificate of Occupancy prior to obtaining a business license. Any changes must be reported to the Community Development Department, including, type of business, main product, or service. Prior to opening the business, Please call (847)588-8040 to schedule an inspection conducted by this department and the Fire Department. Failure to schedule an inspection may result in a fine up to \$500.00. I have read this application and answered all questions fully. The information I/WE have submitted in this application is complete and truthful to the best of my knowledge.

Signature of Applicant _____ Title _____ Print Name _____ Date _____

FOR OFFICE USE ONLY			LICENSES REQUIRED		FOR OFFICE USE ONLY		APPROVALS	
Qty	Product Service	Type Code			Zoning	Date		
					Fire	Date		
					Licensing	Date		

General Information

The Village of Niles is committed to attracting and retaining businesses. One way we show that commitment is to facilitate applications for permits, licenses and other Village approvals in a timely manner. The Village codes, regulations, policies and requirements are designed to establish construction standards which provide for the general health, safety and welfare of the community. Community Development can help your business locate, relocate or expand in the Village of Niles. If you have specific, technical questions about local building codes, you can contact the Building Department at 847/588-8044.

Check the zoning

Check the zoning of the property in which you wish to locate. Make sure that your type of business is a permitted use on the property prior to lease or purchase. maps are available at the Village Hall Finance Counter. The cost of the map is \$12.00. Zoning

Contacts

Whether you are starting a new business or expanding/relocating an existing business, you must obtain a business license from the Village of Niles.

Village staff are highly skilled professionals who are available to help you open and operate a safe and successful business.

Food/Beverage tax

Prepared food means and includes any solid, liquid (including both alcoholic and non-alcoholic liquid), powder or item used or intended to be used for human internal consumption, whether simple, compound or mixed and which has been prepared for immediate consumption.

Prepared food may be purchased for consumption within or upon the premises where it is sold or it may be purchased for consumption off the premises where it is sold.

Prepared food does not mean or include any food which is sold in a closed or sealed bottle, can, carton or container of the manufacturer or wholesaler or which has not been prepared for immediate consumption.

Community Development Department

Business Licensing Division

Kimberly A. Delia

Phone: 847-588-8044

Fax: 847-588-8050

Email: kad@vniles.com

Village of Niles

**BUSINESS
LICENSE
APPLICATION**



**Village of Niles
1000 Civic Center Dr
Niles, IL 60714
(847) 588-8044**