CITY OF HIGHLAND PARK

OFFICE OF ECONOMIC DEVELOPMENT
1707 ST. JOHNS AVENUE
HIGHLAND PARK, ILLINOIS 60035

BUSINESS REGISTRATION APPLICATION - 2013

Please complete **ALL** sections of this application and return it to the address above with a $35 check made payable to the City of Highland Park for the annual registration fee. After July 1, the initial registration fee is pro-rated to $17.50. If you have questions regarding Business Registration, please call the Office of Economic Development at (847) 926-1027.

PLEASE PRINT

Business Name: _____ D/B/A: _____

Business Address (include suite#): _____ Highland Park, IL 60035

Business Location Phone: _____ Fax: _____

Business E-Mail: _____ Website: _____

Business Location (check one): Ground Floor ☐ Above/Below Ground Floor ☐ Other: _____

Mailing Address (if different): _____ Mailing Phone: _____

Illinois Business Tax Identification Code: _____

Description of Business: _____

Number of Employees (including independent contractors) Full-Time: _____ Part-Time: _____

Days and Hours of Operation: _____

Type (check one): Corporation ☐ LLC ☐ PC ☐ Individual ☐ Partnership ☐ Other: _____

Name of Owner: _____ Name of On-Site Manager: _____

Emergency Contacts for Police, Fire, or Other:

1. Contact: _____ Phone: _____ Cell: _____

2. Contact: _____ Phone: _____ Cell: _____

Alarm Systems (check one): Yes ☐ No ☐ Type(s) check all that apply: Fire ☐ Theft ☐

Property Owner or Management Co.: _____ Phone: _____

Lease Expiration Date: _____ Square Footage: _____ Expected Date of Opening: _____

Please include the DBA Name, Address, Phone, and Website on the City's Website (check one): Yes ☐ No ☐

Please Read and Sign Below. I certify that the above information is correct:

Print Name: _____ Position/Title: _____

Signature: _____ Date: _____