



BUSINESS LICENSE APPLICATION

2016

Village of Wilmette
1200 Wilmette Ave.
Wilmette, IL 60091-0040
ph: (847) 251-2700
fax: (847) 853-7642

Legal Business Name: _____

Business Address: _____ Unit: _____

WILMETTE, IL 60091

D/B/A: _____

Doing Business As or D/B/A is the business name as it would appear on ads, signs, or your storefront

Business Information

Business Owner: _____ Website: _____

Business Phone: _____ Facebook: _____

Business Fax: _____ Email Address: _____

On-site Contact: _____ Total Gross Square Footage: _____

Average number of employees per daytime shift: _____

IL Business Tax Number (IBT no.): _____

If separate mailing address please provide below:

Mailing Address: _____

City, State, Zip: _____

Description of Business (including principal business activity and general description of goods or services provided):

Property Owner Information

Name: _____ Phone: _____

Address: _____

City, State, Zip: _____

Home Occupations

The Village of Wilmette allows residents to operate a business out of their place of residence with several restrictions that can be found in Section 20-13.4.J of the Zoning Ordinance. To access the Zoning Ordinance, please visit www.wilmette.com.

The Village of Wilmette is willing to add your business name, address and phone number to the Business section of the Village's website. If you would like this information to be displayed on the Village's website please check the following box: ☐

In addition to a business license all new businesses, except for home occupations, require an occupancy inspection prior to occupying their space and opening for business.

I have read the application and answered all questions completely and to the best of my knowledge.

Print Name

Signature

Date

Business License Fees

General business license fees are based on amount of square feet the business occupies. Specialty licenses may be required and are based on a single, uniform fee by type of service. Definitions for particular specialty licenses are included for reference. See fee schedule below for more information.

Total Due

Payment Information

You can use VISA, MasterCard, Discover, or a check in payment of your license. If paying by credit card, you may pay online at www.wilmette.com/epay once your license has been approved and a customer number is established.

Fee Schedule (Effective January 1, 2016)

General Business License		Specialty Licenses	
Area of less than 3,000 interior sq ft	\$80.00	Food handler license, Category 1	\$435.00
Area of 3,001 to 10,000 interior sq ft	\$160.00	Food handler license, Category 2	\$305.00
Area over 10,000 interior sq ft	\$235.00	Food handler license, Category 3	\$175.00
School	No Fee	24 Hour business license	\$50.00
Home Occupation	No Fee	Gasoline service station license	\$50.00
Not-For-Profit	No Fee	Tobacco vendor license	\$50.00
Care Facility - No Fee required for sq ft	\$50.00	Outdoor restaurant seating	
		On private property	\$25.00
		On public property	\$50.00