



# VILLAGE OF BEACH PARK

11270 W. Wadsworth Road  
Beach Park, IL 60099  
(847) 746-1770 · www.villageofbeachpark.com

## Application for Business Registration Certificate

July 1, 2024 - June 30, 2025

Please fill out the application in its entirety and return to the Village of Beach Park along with the fee specified by the Village (see renewal letter or contact Village if new business).

### BUSINESS INFORMATION

Business Name		Date of Application	
Street Address		Business Telephone	
City	State	Zip Code	
Mailing Address if Different from Above			
<b>OCCUPANCY LOAD (to be completed by Village):</b>			

Type of Business		<b>(Full) Name of Owner **</b>	
Number of Full-Time Employees	Address of Owner (Include City, State, Zip Code)		
Number of Part-Time Employees	Owner Telephone		
Number of Temporary Employees	Sales Tax Number / IBT Number		
Total number of Employees	Business Name to which Tax Number is assigned		
Manager(s) on Premises	Name of Manager(s)		
<b>SALES TAX NUMBER IF APPLICABLE</b>	<input type="checkbox"/> Business location is leased <b>(must enclose copy)</b> <input type="checkbox"/> Licensed by State <b>(must enclose copy)</b>		

### APPLICANT INFORMATION (IF DIFFERENT THAN OWNER)

Name	Street Address	Telephone
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\*\*If there are any changes in ownership or management, the Village must be notified as soon as that change is made.



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## APPLICANT ACKNOWLEDGEMENT

By my signature below, I affirm that I understand the following: (1) issuance of a business registration certificate is confirmation of compliance with the registration requirement and that the subject property is zoned for the type of business described (either as a permitted, conditional, or legal nonconforming use); (2) businesses operating in violation of the zoning ordinance may be subject to enforcement action; and (3) following issuance of a certificate, businesses other than Class 1 home offices will be inspected, and corrective action may be required to achieve compliance with the building code and/or Conditional Use Permit requirements.

Signature \_\_\_\_\_ Title \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

E-mail address \_\_\_\_\_ Website \_\_\_\_\_

### Application Fee Schedule

Class	Fee*	Business types included
0	\$0	Non-profit religious assembly
1	\$25	Home office without public visitors/deliveries (no inspection required)
2	\$150	Other home businesses, barbershop/salon, small office
3	\$250	Medical/professional offices; retail < 5,000 sq ft; dry cleaner; laundromat; golf course; multi-tenant building (management office, common areas)
4	\$350	Self storage, auto sales/repair, transportation, gas station / convenience store, food production, manufacturing, pharmacy, restaurant/bar, contractor's shop/yard, businesses not listed in another category
5	\$400	Retail > 5,000 sq ft; large restaurant (capacity >50)
6	\$200 \$10	Hotel/motel (base fee) Per room

\* Class 1 (home office) does not require an inspection. The application fee for other classes provides for up to two inspections. Additional inspections will be invoiced at \$40 each.