

BUSINESS LICENSE APPLICATION
Issued by City Clerk's Office



City of Belleville
101 South Illinois Street
Belleville, IL 62220
(618) 233-6810

Staff Use Only

Submittal date: _____

Permit #: _____

**THIS APPLICATION IS NOT AN
APPROVED PERMIT**

APPLICATION FEE: _____
APPLICATION CODE: _____
Application fee to be paid upon approval

REASON FOR APPLICATION:

Complete the application below and return it to the Economic Development, Planning & Zoning Department, 407 East Lincoln Street, Belleville, Illinois 62220. If you have any questions, please contact (618) 233-6810 Ext. 1250 or email at edpz@belleville.net.

Facilities engaged in the business of food service must comply with the requirements of the St. Clair County Health Department. Inquiries should be made by calling the Environmental Health Division at (618) 233-7769.

BUSINESS & APPLICANT INFORMATION

BUSINESS INFORMATION - TYPE OF BUSINESS: _____

Business Address: _____

Business Telephone Number: _____

Business Name: _____

Employer Tax ID Number: _____ - _____

If Corporation, Name of Corporation Officers: _____

If Partnership, Name of Partners: _____

Applicant name: _____

Applicant Title: _____

Applicant Telephone Number: _____

Applicant Fax Number: _____

Applicant email: _____

Applicant mailing address: _____

Name and Address of Institution/Person(s) with Custody of Applicant's Financial Records: _____

A copy of the Illinois Sales Tax Certification is required when submitting.

IL Sales Tax Number: _____ - _____ Number of employees: _____ Typical hours of operation: _____

Tax Exempt Number: _____ - _____

ATTACH COPY OF CERTIFICATE

Name of Municipalities/Governmental Units where similar license has been received/applied for within last 12 months:

best of my knowledge. I understand that completion of this form does not exempt me from the City Codes in any way and that I must comply with all codes, ordinances, and regulations of the City of Belleville, Illinois.

I, _____, (Printed name of applicant) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate.

The City of Belleville does not require every business to have a general business license. However, there are specific businesses which do require a license or permit. Refer to the list below for businesses that the City licenses. The below list is not all inclusive. If you feel you need a specific license and do not see on the list please contact the City Clerk's Office. (618) 233-6810.

AMBULANCE SERVICE LICENSE (\$50.00)

Code: 013323V

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titleviittrafficcode/chapter70generalprovisions?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_70.005](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titleviittrafficcode/chapter70generalprovisions?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_70.005)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of applicant's driver's license
- Copy of vehicle registration
- Copy of Certificate of Liability Insurance
- Copy of Vehicle(s) Insurance

AUCTIONEER (\$50.00)

Code: 0133230

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_113.075](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_113.075)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of applicant's driver's license
- Copy of vehicle registration
- Copy of Certificate of Liability Insurance or bond in the amount of \$500 (in form of bond, check or cash)
- Copy of Vehicle(s) Insurance

BED & BREAKFAST LICENSE (\$75.00)

Code: 01323H

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter117lodgingbusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_117.15](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter117lodgingbusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_117.15)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit (if applicable)
- Copy of Certificate of Liability Insurance

BILLARDS (\$75.00)

Code: 01323H

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementstandrecreationraffles?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_111.005](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementstandrecreationraffles?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_111.005)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit (if applicable)
- Copy of Certificate of Liability Insurance

CARNIVAL (\$100.00)

CODE: 013234

Link to Website:

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit (if applicable)
- Copy of Certificate of Liability Insurance

CATERER'S LIQUOR LICENSE (\$50.00)

Code: 013245

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter121alcoholicbeverages?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_121.08](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter121alcoholicbeverages?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_121.08)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of Certificate of Liability Insurance
- Copy of Vehicle Insurance
- Copy of liquor license

CIRCUS (\$100.00)

CODE: 013234

Link to Website:

Applicant to initial they have reviewed and complied with documentation: _____

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementstandrecreationraffles?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_111.040](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementstandrecreationraffles?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_111.040)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of Certificate of Liability Insurance
- Copy of Vehicle Insurance

COIN OPERATED MACHINES (\$50.00)

CODE: 01323T

LINK TO WEBSITE:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementandsrecreationraffles?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_111.020](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementandsrecreationraffles?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_111.020)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of Certificate of Liability Insurance
- Copy of Vehicle Insurance

PUBLIC GARAGE LICENSE (\$50.00)

Code: 013239

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter116vehicle-relatedbusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_116.01](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter116vehicle-relatedbusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_116.01)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of Certificate of Liability Insurance

JUNK DEALER (\$50.00)

Code: 01323D

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter114junkdealersscavengers?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_114.01](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter114junkdealersscavengers?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_114.01)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Certificate of Liability Insurance

LIQUIDATION SALE (\$50.00)

Code: 01323D

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_113.020](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_113.020)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of Certificate of Liability Insurance

CONSUMER INSTITUTION LOAN COMPANY (\$500.00)

Code: 013270

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter120installmentloans?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_120.01](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter120installmentloans?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_120.01)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Certificate of Liability Insurance

MOTEL LICENSE (\$50.00)

Code: 01323I

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter117lodgingbusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_117.01](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter117lodgingbusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_117.01)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit
- Copy of Certificate of Liability Insurance

PAWNBROKERS LICENSE (\$500.00)

Code: 01323J

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_113.090](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_113.090)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of Certificate of Liability Insurance

RESTAURANT LICENSE (\$50.00)

Code: 01323M

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter118foodandbeveragebusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_118.01](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter118foodandbeveragebusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_118.01)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit
- Copy of Certificate of Liability Insurance

SCAVENGER LICENSE (\$400.00)

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter114junkdealersscavengers?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_114.01](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter114junkdealersscavengers?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_114.01)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Certificate of Liability Insurance
- Copy of Vehicle Insurance

SECOND HAND LICENSE (\$50.00)

Code: 01323N

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_113.001](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_113.001)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of Certificate of Liability Insurance

TATTOO LICENSE (\$100.00)

Code: 01323Z

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementandsndrecreationraffles?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_111.001](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementandsndrecreationraffles?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_111.001)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit
- Copy of Certificate of Liability Insurance

TAXI CAB SERVICE LICENSE (\$100.00)

Code: 01323Z

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter116vehicle-relatedbusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_116.20](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter116vehicle-relatedbusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_116.20)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of applicant's driver's license
- Copy of vehicle registration
- Copy of Certificate of Liability Insurance
- Copy of Vehicle Insurance

TEEN CLUB LICENSE (\$150.00)

Code:

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementandrecreationraffles?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_111.070](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter111amusementandrecreationraffles?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_111.070)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit
- Copy of Certificate of Liability Insurance

TOURIST CAMP LICENSE (\$500.00)

Code:

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter117lodgingbusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_117.01](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter117lodgingbusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_117.01)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of local health permit
- Copy of Certificate of Liability Insurance

VEHCILE VENDING FOOD (\$50.00)

Code: 013235

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter116vehicle-relatedbusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_116.55](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter116vehicle-relatedbusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_116.55)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of local health permit
- Copy of Certificate of Liability Insurance

VENDOR OF FOOD (\$50.00)

Code: 013230L

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter118foodandbeveragebusinesses?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$sanc=JD_118.02](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter118foodandbeveragebusinesses?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$sanc=JD_118.02)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of local health permit
- Copy of Certificate of Liability Insurance

WHOLESALE VENDING LICENSE (\$50.00)

Code: 013232

Link to Website:

[http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:belleville_il\\$anc=JD_113.002](http://library.amlegal.com/nxt/gateway.dll/Illinois/belleville_il/titlexibusinessregulations/chapter113specialsalespersonalsales?f=templates$fn=default.htm$3.0$vid=amlegal:belleville_il$anc=JD_113.002)

Applicant to initial they have reviewed and complied with documentation: _____

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration
- Copy of local health permit (if applicable)
- Copy of applicant's driver's license
- Copy of vehicle registration
- Copy of Certificate of Liability Insurance
- Copy of Vehicle Insurance