



P.O. Box 99
Ashmore IL 61912
217.349.8332
FAX 217.349.8358

APPLICATION FOR BUSINESS LICENSE

Business Legal Name _____

Doing Business As _____

Address (Physical) _____

Address (Mailing) _____

Business contact number(s) _____

Business Email Address _____

Business Activity _____

Business Tax ID Number (EIN, FEIN, SSN) _____

State Sales Tax (IBT) Number _____

(A copy of State issued IBT document must be attached)

Number of Parking Spaces _____

Business Sign Size and Location (to be approved by the Ordinances Committee) _____

OWNERSHIP TYPE AND CONTACT INFORMATION:

_____ Sole Proprietorship, list information for the sole owner/operator

_____ Partnership, list information for all Managing Partners

_____ Corporation, list information for the President and CFO

_____ LLC, list information for the Members

Name _____ **Date of Birth:** _____

Address _____

Contact Number _____

Email: _____

Name _____ **Date of Birth:** _____

Address _____

Contact Number _____

Email: _____

Name _____ **Date of Birth:** _____

Address _____

Contact Number _____

Email: _____

BUSINESS APPLICATION FOR LICENSE CONTINUED

I, _____ THE APPLICANT, MAKING THE FOREGOING APPLICATION, CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT. I UNDERSTAND THAT ANY UNTRUE, INCONSISTENT, OR MISLEADING INFORMATION SHALL BE CAUSE FOR THE REFUSAL TO GRANT OR REVOCATION OF ANY LICENSE GRANTED PURSUANT TO THIS APPLICATION. I FURTHER CERTIFY THAT BY APPLYING IN WRITING FOR A LICENSE TO OPERATE IN THE VILLAGE OF ASHMORE I HAVE READ AND UNDERSTAND MY OBLIGATIONS UNDER APPROPRIATE VILLAGE ORDINANCES RESPECTIVE TO THE LICENSE(S) FOR WHICH I AM APPLYING. I FURTHER CERTIFY THAT IF ANY OF THE FOREGOING INFORMATION CHANGES I WILL NOTIFY THE VILLAGE, IN WRITING, WITHIN SEVEN (7) DAYS OF SUCH CHANGE.

SIGNATURE

DATE

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SIGNATURE

DATE

(If the business has more than 3 owners, please provide additional pages.)

For Village Use Only

Received copy of _____
State Issued IBT: _____
Supporting Documents: _____
\$25.00 Application Fee: _____
Pmt Method: _____

Approved: _____

Date of Ordinance Committee Approval

Mayor _____

Clerk _____

Date: _____

ADDITIONAL INFORMATION

All applicants must provide proof of business / ownership as follows:

Business Type	Required Documentation
Sole Proprietorship	Government Issued ID and Assumed Name Certificate (if applicable)
Partnership	Partnership Agreement
Corporation	Articles of Incorporation
Limited Liability Company (LLC)	Article of Organization

If business activity is regulated by a state or federal agency, then proof of license/permit from the agency must also be provided. The Village reserves the right to reasonably request additional documentation as determined on a case-by-case basis. Please note, the definitions and instructions listed below are a paraphrase and summary of Ashmore's ordinances and do not supersede them. In the event of questions or discrepancies, refer to the Ashmore Village Code for definitions, guidance, appeals, or penalties.

Adult Entertainment Establishments – In addition to the Business License, any adult bookstore, adult entertainment center, adult gift shop, adult movie theater, or adult entertainment cabaret must first obtain a special use permit pursuant to the village zoning regulations.

Clubs / Organizations / Associations – are not specifically addressed in the Ashmore Village Code and therefore will be assessed on a case-by-case basis. Typically, if the organization is not operating for profit, does not own property, has no employees, and is not otherwise required by the IRS to file taxes (such as a sport club, social club, civic club, sorority/fraternity, political club, or hobby club), then it is likely not considered a “Business” and not required to be licensed.

Home Businesses – is any business based in a residentially zoned home, which uses no other sign than a nameplate, which does not sell or trade stocks/commodities, which does not employ anyone other than residents of the home, which does not use any large or unusual mechanical equipment, and which maintains sufficient off-street parking for all vehicles related to the resident and occupation uses. Examples include Norwex, Scentsy, Tupperware, Amway/Quickstar, artisans/crafters, seamstresses, etc. Not required to obtain a Business License, but may be inspected and/or compelled to prove exemption.

Junkyard – is a business who store, keep, buy, or sell junk. Must apply for a Junkyard License (not a Business License).

Liquor / Gaming Establishments – Must apply for a Liquor License, Video Gaming License, and/or Beer Garden Permit (not a Business License).

Pawnbroker – an individual or business which lends money on the deposit or pledge of physically delivered personal property OR which purchases such property on the condition of selling the property back again at a stipulated price. Must apply for a Pawnbroker License (not a Business License).

Peddler – an individual who knocks on doors for the purpose of selling a good or service. Does not include Girl Scouts or businesses that are expected/invited by the resident, such as Schwann's. Must apply for a Solicitor/Peddler License (not a Business License).

Raffles – Must apply for a Raffle License (not a Business License).

Solicitors – an individual who knocks on doors for the purpose of collecting donations for civic, fraternal, patriotic, philanthropic, social service, welfare, benevolent, educational, political, religious, or other charitable organization OR who distributes handbills/flyers for a commercial event/service. Must apply for a Solicitor/Peddler License (not a Business License).