



VILLAGE OF RIVER FOREST
BUSINESS REGISTRATION AND LICENSE APPLICATION
FY: 2021/22

☐ Renewal ☐ New Application

State License#:

BUSINESS INFORMATION - AVAILABLE TO THE PUBLIC

Name of Business			
Address			
Telephone No.		Fax No.	
Website		Email	
Type of Business		Date Established	

OWNER/MANAGER INFORMATION

Name			
Complete Address			
Telephone		Email (required)	

APPLICANT INFORMATION (CORPORATE)

Name		FEIN	
Complete Address			
Telephone		Fax No.	
Contact Name		Contact Email	
Is this the primary mailing address for correspondence? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If this business is organized as a partnership or corporation, please list the name and address of all partners in the space provided below.			
	Name	Address	
President/Partner			
Secretary			
Registered Agent			

EMERGENCY CONTACTS (IN DESIRED ORDER OF CONTACT.)

Name	Name	Name
Address	Address	Address
City/State	City/State	City/State
Telephone	Telephone	Telephone

If this business maintains an alarm system offering notification for burglary, entry, robbery or fire, please contact the River Forest Police Department at 708-366-7125 to ensure your alarm information is on file and current.

Business Name: _____

REGISTRATION FEE	
A fee of \$25.00 is required of all businesses, including home occupations located and/or licensed in River Forest except contractors. This fee will help cover the cost of maintaining and annually updating a business data base file.	
BUSINESS LICENSE FEE	
Except as may be exempted by state law or Village ordinance, all parties conducting business within the Village are required to be licensed and pay the annual fees listed below. All license fees shall be paid where two or more businesses or occupations are combined. Please check all categories that apply and complete the calculation of total fees on the bottom of the form. All checks should be made payable to the Village of River Forest.	
Amusements and Amusement Events	\$25
Animal Care, Grooming Services and/or Sales	\$125
Child Day Care Centers*	\$275
Child Day Care Homes	\$10
Financial Institutions	\$100
Food/Drug Establishments - Retail	
Under 3,000 square feet	\$125
3,001 - 10,000 square feet	\$175
10,001 square feet or greater	\$225
Food Establishments - Temporary/Mobile	\$125
Food Service Establishments - (Restaurants/Delis)	
Low risk	\$95
Medium risk	\$150
High risk	\$225
Outdoor seating: \$25 +\$ 0.50 per square foot of public sidewalk space (if applicable)	
Manufacturing Operations	\$25
Massage Therapy Establishment	\$75
Peddlers (Transient Merchant or Itinerant Vendor)	\$75
Recreational Establishments	\$25
Retail Sales and/or Service Establishments (non-food/ drug)	\$50
Taxi Cabs/Livery Operations	\$500
Vending Machine Operators (\$30 per machine)	
Veterinary Hospitals	\$125
Other - all other commercial establishments, business or activities, except contractors and those exempt by operation of state law, not specifically enumerated herein or in another section	\$25

*If a public institution directly provides either child day care centers or serves food through its own employees, it shall be exempt from paying any fees hereunder; however, if it uses third party providers, it shall not be exempt.

Please fill in all applicable information on this application. Make your check payable to the "Village of River Forest" and send to: Village of River Forest, Business License Application, 400 Park Avenue, River Forest, IL 60305
Call 708.714.3519 for pay-by-phone option.

REGISTRATION FEE	\$	25.00
REQUIRED LICENSE FEE(S)	\$	
TOTAL AMOUNT DUE VILLAGE OF RIVER FOREST	\$	

Signature of Applicant _____ Date _____