



**APPLICATION FOR VILLAGE OF HINSDALE  
BUSINESS LICENSE**

This application requests information required under Title 3 (Business and License Regulation), Chapter 1 (Business Licensing and Registration), Section 2 (License Required) of the Hinsdale Village Code, as amended. Failure to provide any applicable information may result in the automatic denial of a license. The acceptance of the fee herein does not constitute approval by the Village of Hinsdale of the application for a business license. The business license application fee is \$75 annually and covers the period of January 1 through December 31. On or after July 1, the fee is reduced to \$35. The Village does not require licensing or registration for home-based businesses. Please note that occupations that are licensed by the State of Illinois do not require a Village license, but do require applicants to register with the Village. The fee for registration is still \$75. This form may be used for registration purpose.

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_

Disposition:  Granted     Denied    Date: \_\_\_\_\_

PAYMENT INFORMATION:    Check # \_\_\_\_\_    Check Amount \$ \_\_\_\_\_

**PART A - BUSINESS INFORMATION:** *To be completed by all applicants*

The applicant certifies to the Village of Hinsdale that the following facts are true and correct:

\_\_\_\_\_

Legal Business Name

\_\_\_\_\_

Hinsdale, Illinois 60521

Business Address

If Mailing Address is Different, Please Provide:

\_\_\_\_\_

Mailing Address

\_\_\_\_\_

Doing Business As (DBA) as name would appear on ads, signs and storefront

\_\_\_\_\_

Business Owner Name

\_\_\_\_\_

Business Phone Number                      Business Fax

\_\_\_\_\_

Business Website and E-mail Address

\_\_\_\_\_

Onsite Business Contact

**(OVER)**

---

Total Gross Square Footage

Average Number of Employees – Daytime Shift

---

If New, Date Business Will Open

IL Business Tax Number

Hours of Business Operation:

Sun	Mon	Tues	Wed	Thurs	Fri	Sat

\_\_\_\_\_ # of years applicant has been in the type of business referenced above

Please provide a description of the applicant's business, including the principal business activity and general description of the goods or services provided:

---

---

**PART B – Property Owner Information**

If the property owner is different from the business owner, please complete the following:

\_\_\_\_\_

Name

\_\_\_\_\_

Address

City, State, Zip

\_\_\_\_\_

Phone Number

Email Address

**PART C – FAILURE TO COMPLY**

A late fee of \$20 per month, or portion of a month, shall be imposed commencing thirty (30) days following the date by which a business was required to be licensed. The late fee shall be in addition to the base license fee and any fine or other penalty imposed for failing to obtain a required license.

Any person convicted of violating any provision of the Village Code pertaining to business licensing may be fined not less than \$50 nor more than \$750 for each such offense. A separate offense shall be deemed committed on each day during, or on which, a violation occurs or continues. Any business, activity, or occupation that continues without a license may be subject to a fine of not less than \$50 nor more than \$750 for each day that a license is not in effect after notice by the village that a license must be secured.