

Business License Application Form

Please choose one: ☐ New Business Application ☐ Renewal Application

Business Legal Name: _____

Doing business as (DBA) or trade name: _____

Federal Employer Identification Number (FEIN) or Taxpayer Identification Number (TIN): _____

Illinois Business Tax (IBT) Number: _____ Date your business opened in Wheaton? _____

How many employees at your Wheaton location? _____

Type of Business Ownership: ☐ Sole Proprietorship ☐ Corporation ☐ Partnership ☐ Other _____

Identify Owners, Officers, or Partners:

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Name: _____ Title: _____ Phone: _____

Briefly Describe Your Business Type or Activity: _____

Local Business Information:

Business Location Address: _____

Business Contact Name: _____ Contact Name Title: _____

Contact Email Address: _____

Business Phone: _____

Billing Information (if different than Business Location Address):

Billing Name: _____

Billing Address (City, State, ZIP): _____

Billing Contact Name: _____

Billing Email Address: _____

Billing Contact Phone: _____

Business License Mailed to: ☐ Business Location Address ☐ Billing Address ☐ Other: _____

License Fee Calculation

Description	Quantity	Fee Amount	Extended Amount
Amusement and Entertainments:			
Amusement attractions and/or rides not part of a carnival or fair		\$ 50.00	
Jukeboxes or other musical devices, per machine		\$ 25.00	
Coin-operated games, per machine		\$ 75.00	
Food and Drink Dealers***:			
Bakeries		\$ 25.00	
Catering services and establishments		\$ 25.00	
Confectionery stores		\$ 25.00	
Delicatessens		\$ 25.00	
Grocery stores		\$ 50.00	
Ice cream stores or parlors		\$ 25.00	
Meat dealers and meat markets		\$ 25.00	
Milk and milk products:			
a. Dealer		\$ 10.00	
b. For each vehicle used in delivery or sale		\$ 5.00	
Food dealers (operating from carts or non-motorized trailers):			
a. With commissary licensed in the City		\$ 25.00	
b. With commissary licensed outside the City		\$ 50.00	
Food vending machines, coin-operated, per machine		\$ 10.00	
Food dealers – Other/Miscellaneous		\$ 25.00	
Restaurants:			
a. Seating capacity of not more than 50 persons		\$ 25.00	
b. Seating capacity in excess of 50 persons		\$ 50.00	
Hotel, motel, inn		\$ 100.00	
Laundries, self-service, coin-operated		\$ 25.00	
Other:			
TOTAL AMOUNT			

*****Food and Drink Dealers must provide copy of certification from the DuPage County Health Department*****

Please make check payable to the "City of Wheaton". Send application and fee amount to:

City of Wheaton
Finance Department
P.O. Box 727
Wheaton, IL 60187-0727

Applicant Signature: _____ **Date:** _____

Finance Department Use Only			
Date Received	Date Paid	License Number	Date License Mailed