

# CITY OF LAKE GENEVA

## GENERAL BUSINESS LICENSE APPLICATION



*Please Check:*

- ☐ New Business
- ☐ New Owner of Existing Business
- ☐ Name Change Only
- ☐ Location Change
- ☐ Renewal of Current License

*PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED. ANNUAL LICENSE EXPIRES JUNE 30<sup>TH</sup> EACH YEAR. \$25.00 FEE IS PAYABLE TO THE CITY OF LAKE GENEVA AND DUE UPON APPLICATION.*

### APPLICANT INFORMATION

Business Owner Name: \_\_\_\_\_

Business Owner Address: \_\_\_\_\_

Business Owner Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_

Bus. Address (Physical): \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Bus. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Local Contact Person for Business (if different): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

### BUILDING OWNER INFORMATION

Building Owner Name: \_\_\_\_\_

Building Owner Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

## **BUSINESS INFORMATION**

Is this a Home Based Business? (please circle)                      YES                      NO

*Note: If this is a Home Based Business, a home occupation permit is required by the Building & Zoning Dept.*

Is the property currently vacant? (please circle)                      YES                      NO

Proposed Business Opening Date: \_\_\_\_\_

What type of Business is proposed? Please provide a basic listing of services offered:

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Are there any improvements planned to the existing property?    YES                      NO

If yes, please explain:

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*If you have Cigarettes, Billiards, Juke Box, Arcade Games, or Massage Services, other licenses are required in addition to the General Business License.  
Please contact the City Clerk's Office for more information.*

## **APPLICANT SIGNATURE**

\_\_\_\_\_ DATE: \_\_\_\_\_

### ***For Office Use Only***

Date Filed: \_\_\_\_\_

Receipt No: \_\_\_\_\_

Total Amount: \_\_\_\_\_

Forwarded to Building Department: \_\_\_\_\_

Copied to:    Fire Inspector                      City Assessor

Building Inspector Approval: \_\_\_\_\_

License Issued: \_\_\_\_\_

License Number: \_\_\_\_\_

Original Application entered into City Clerk files. Copy to Chamber of Commerce.