

CHAPTER 14
BUSINESS REGISTRATION¹

SECTION:

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3-14-1 REGISTRATION REQUIRED

It shall be unlawful for person or business to conduct, engage in, maintain, operate or manage a business activity either by themselves or through an agent, employee or partner, as the principle use of a property, without first having registered said business with the Village.

3-14-2 APPLICATION

An application for business registration shall be made on a form to be furnished by the Village and shall be filed with the Village Clerk or the Village Clerk's authorized representative. Said application shall, at a minimum, include the following information: name of business, business location address, business mailing address, owner of business, owner's mailing address, primary contact person and title, telephone number, type of business, and other such information as may be determined necessary by the Village Clerk.

3-14-3 REGISTRATION FEE *amended 21-22-997*

There is imposed on each business establishment required to register under the provisions of this Chapter 14 a non-refundable business registration fee of \$30.00 for each calendar year or portion thereof for which it is registered, which fee shall be paid when an application for business registration is submitted or renewed.

3-14-4 REGISTRATION DURATION AND RENEWAL

A business registered pursuant to the provisions of this Chapter 14 shall provide an updated registration form and the required registration fee to the Village Clerk no later than January 31st of each year.

¹ *Created by Ordinance 2003-04-708, July 7, 2003*

3-14-5 EXEMPTIONS

Any home occupation or home based business is exempt from complying with the provisions of this Chapter 14.

3-14-6 PENALTIES

Any person, firm, or corporation who is found to have violated this Chapter 14 shall be fined not less than \$100 nor more than \$500 per offense plus the cost of prosecution incurred by the Village including reasonable attorney's fees. Each day that a violation continues shall be considered a separate offense.

3-14-7 ENFORCEMENT

The Police Department shall have the authority to enter any business establishment required to register under the provisions of this Chapter 14 at all reasonable times to verify compliance with the provisions of this Chapter 14.