

# HOTEL/MOTEL, B&B, & VACATION RENTAL APPLICATION



Village of North Utica • P.O. Box 188 • Utica, IL 61373

Phone: (815) 667-4111 • Fax: (815) 667-4679

**License Required:** No person shall operate a Hotel/Motel, Bed and Breakfast, Guesthouse, or Vacation Rental Establishment as defined herein without first having obtained a license for the guesthouse from the Village. (Ord. 88-11, 6-1-1988, 2020-01)

To obtain a copy of the Ordinance or if you have any questions, please contact the Village Clerk.

**Name of Applicant:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_

**Emergency Contact Phone #:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

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

**Business Address:** \_\_\_\_\_

Illinois Certificate of Registration Number (Sales Tax ID#): \_\_\_\_\_

-OR-

Tax Exempt ID#: \_\_\_\_\_

-AND-

Federal Employer Identification No. / Social Security No.: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

Date of Application: \_\_\_\_\_

**FEES (check all that apply):**

\_\_\_ Application Fee: \$25.00 one time

\_\_\_ Hotel/Motel License: \$400.00 per year

\_\_\_ Bed & Breakfast License: \$50.00 per year

\_\_\_ Vacation Rental License: \$50.00 per year

Total due: \_\_\_\_\_