City of Rockford – Customer Service Center
1st floor, City Hall, 425 E. State Street, Rockford, IL 61104
779-348-7300

LICENSE APPLICATION – PETROLEUM PRODUCTS / GASOLINE STATION

THIS APPLICATION **MUST** BE ACCOMPANIED BY THE LICENSE FEE.

Name of Applicant: _____ Date of Application: _____

Applicant Address: _____
Street City/State/Zip

Applicant Phone #: _____ Email Address: _____

Business Name: _____ Tax ID: _____

Business Address: _____
Street City/State/Zip

Type of Business Organization: ___Individual ___Partnership ___D.B.A. ___Corporation
If Corporation, Registered Agent and Address:

_____

Premise to be licensed: _____
Retail Tax #: _____ Self Service: _____

Oil Storage License Fee: _____$18.00 (Not applicable to Gas Stations. The license fee is a flat rate)

Number of Motor Fuel Dispensing Devices: _____ X $39.00 each =_____License Fee for Gas Stations

Please note a twenty percent (20%) penalty will be added to the license fee if not paid within 30 days; furthermore, if not paid within sixty (60) days, the penalty will be fifty percent (50%)

I, the undersigned, thoroughly understand that this is solely an application to operate a business, and is not permission to operate a business until all applicable ordinances of the City of Rockford have been fully complied with, and this application is properly signed by the departments listed below, and an official license is issued by the Finance Director. I hereby agree to comply with the requirements of the City Ordinances of Rockford, Illinois, for self service gasoline stations pursuant to the BOCA Basic Fire Prevention Code as adopted by the City of Rockford.

Signature: _____ Dated: _____

FOR OFFICE USE ONLY:

Date application received: _____ Received By: _____

License fee attached: YES / NO Final Action due: _____ (21 days from receipt)

Zoning: Approved / Disapproved By: _____ Date: _____

Building: Approved / Disapproved: By: _____ Date: _____

Fire: Approved / Disapproved: By: _____ Date: _____

Finance: Approved / Disapproved: By: _____ Date: _____