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

LICENSE APPLICATION – OUTDOOR ADVERTISING LICENSE

THIS APPLICATION **MUST** BE ACCOMPANIED BY THE LICENSE FEE OF $228.00. AFFIDAVIT LETTER (FOR NEW BUSINESSES) AND CERTIFICATE OF INSURANCE LISTING THE CITY OF ROCKFORD AS A CERTIFICATE HOLDER.

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:
_____

Insurance: The applicant for outdoor advertising license shall provide proof of comprehensive liability and property damage insurance.

Amount: _____ Company: _____ Expiration Date: _____

Affidavit of at least two (2) years Construction Experience attached: _____YES _____NO Dated: _____

Affidavit should be in company letterhead listing how long you have been in business and your experience as a contractor. We require at least 2 years experience

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 including but not limited to Building, Zoning and Fire regulations, 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 Department

Signature: _____ Date: _____

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: _____

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