



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

**LICENSE APPLICATION – OUTDOOR VEHICLE SALE**

Application Date: \_\_\_\_\_ License Fee \$138.00 Number of permits issued to applicant this year: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

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

Business Tax ID # \_\_\_\_\_ State Sales Tax # \_\_\_\_\_

Type of Business Organization:  Individual  Partnership  DBA  Corporation

\*If Corporation, list officer(s) / owner(s) / agent name and addresses:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Repair Facility Name: \_\_\_\_\_

Repair Facility Address: \_\_\_\_\_

Premise to be licensed: Name: \_\_\_\_\_

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

Date(s) of Sale (no more than 4 consecutive business days): \_\_\_\_\_

Types of vehicles being sold: New  New & Used

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 properly signed by the departments listed below, and an official license issued by the Comptroller. I understand that all sales in the City of Rockford shall be reported as such for sales tax purposes, and that I may be required to make sales tax records available for inspection to the finance director or his designee.

Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

(NOTE: Applicant must be a licensed dealer. If more than one dealer is involved in a sale, only one application needs to be filed. However, a list of each participating dealer with the information requested in numbers 1 through 4 above should be attached to the application.)

**FOR OFFICE USE ONLY**

**Zoning:** Approved / Disapproved By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Comments: \_\_\_\_\_

**Finance:** Letter of Authorization Dated: \_\_\_\_\_ License Fee Paid on: \_\_\_\_\_

Number of permits issued this year at this location: \_\_\_\_\_ License #: \_\_\_\_\_

Issued By: \_\_\_\_\_ Issued Date: \_\_\_\_\_