

## City of Oregon Business Registration Form

All businesses within the City Limits are required to register their business with the Clerk of the City of Oregon. Please fill out the following information in full and send to Oregon City Hall, 115 N. 3<sup>rd</sup> Street, Oregon IL 61061. **\*Note new business and renewal fees are waived for 2020.**

<input type="checkbox"/> New Business \$25.00	<input type="checkbox"/> Change of Ownership	<input type="checkbox"/> Change in Location	<input type="checkbox"/> Change in Name	<input type="checkbox"/> Change in Corporate Officers	<input type="checkbox"/> Change in Mailing Address	<input type="checkbox"/> License Renewal \$5.00
Business Name:					Federal Tax ID#	
Legal Name (if different than Business Name)					Date Business Started in Oregon	
Business Address (physical location)					Telephone #	
Legal Business Address (if different than Business Address)					Telephone #	
Name of Building Owner if Other Than Business Owner					Telephone #	
Building Owners Address						
Emergency Contact Person					Telephone #	
Type of Business: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Temporary <input type="checkbox"/> Vendor <input type="checkbox"/> Other						

Brief Description of Business:

**Special Note:** All individuals or organizations should notify the City of any change in address, ownership, partnership, etc. promptly so all records may be adjusted. If a business is dissolved please advise us within 30 days stating if same was liquidated or sold. If sold, give date, name and address of new owners.

**I hereby certify that the answers above are true and complete to the best of my knowledge, information and belief are made in good faith.**

Name:	Date:	Phone:
Signature:		Title:

You can print and mail the form to 115 N. 3rd Street, Oregon IL 61061 or you can choose return the form via email.