



- Renewal
- New

Annual Fee: \$350.00
(make checks payable to "City of DeKalb")

2022-2023 TOBACCO LICENSE APPLICATION

License Term: July 1 – June 30
[Municipal Code, Chapter 64](#)

Return application (completed in its entirety) the required fee, and the Emergency Contact sheet to:

City of DeKalb
Attn: Ruth Scott
164 E. Lincoln Highway
DeKalb, IL 60115

Questions? Call (815) 748-2090

BUSINESS INFORMATION (TYPE OR PRINT CLEARLY)

Corporation Name:

Business Name (dba):

Business Address:

Issue License To:

LICENSE WILL NOT BE ISSUED IF OUTSTANDING DEBTS ARE OWED

Do you have any outstanding debt owed to the City of DeKalb?

Yes

No

Are there any liens by the City of DeKalb against the property?

Yes

No

IDENTIFICATION (TYPE OR PRINT CLEARLY)

Business Owner:

Name:

Address:

City, State, Zip Code:

Email Address:

Business Manager:

Name:

Address:

City, State, Zip Code:

Email Address:

Note: Valid email addresses for the Business Owner and the Business manager are required for all future correspondence is required.

Send correspondence, including renewal applications, to:

- Business Owner
- Business Manager

ORIGINAL LICENSE WILL BE MAILED TO THE BUSINESS ADDRESS IT'S TO BE POSTED IN.

If a copy of the license is needed, please provide a valid email address below: (choose one)

Business Owner Email Address: _____

Business Manager Email Address: _____

Other Email Address: _____

REQUIRED DOCUMENTS: Provide a copy of the business' State of Illinois Tobacco Products Retailer license and/or Cigarette and Tobacco Products Retailer license.

NOTE: Applications submitted without the required information, fee, and/or Emergency Contact Sheet will be returned, causing a delay in the receipt of the Tobacco License and will be subject to a \$250.00 supplemental processing fee.

In accordance with the provisions of the City of DeKalb Municipal Code Chapter 64 "Smoking Regulations", I/we, the undersigned, shall not do any of the following:

- Give or sell or otherwise distribute cigarettes or other tobacco products to any minor (a person under the age of eighteen (18) years of age).
- Give, sell, or distribute cigarettes or other tobacco products in any place that does not have posted in a conspicuous place a sign stating the giving, selling, or otherwise distributing of cigarettes or other tobacco products to a person under eighteen (18) years of age is prohibited by law.

Signature: X _____ **Date:** _____

Print Name: _____