



Certificate of Occupancy Application

Community Development Department
600 Main St. NW
Bourbonnais, IL 60914
815-937-3570

CLICK LINK TO SUBMIT COMPLETED FORM:
economicdev@villageofbourbonnais.com
villageofbourbonnais.com

New Business Name Change Ownership Change Location Change Building Ownership

Property Address			
Zoning of Property			
PIN		Square Footage	

BUSINESS INFORMATION

Business Name	
Business Address	
Business Phone Number	
Business E-mail	
Business Website	

Type of Business
(*in detail)

*Please attach a description of your business in full detail.

Number of Employees	
Hours of Operation	

BUSINESS OWNER INFORMATION

Name		
Address		
City, State, Zip		
Phone Number		
E-mail		
Business Manager Contact (if different than above)	Name	
	Phone Number	

BUILDING OWNER INFORMATION

Name	
Address	
City, State, Zip	
Business Phone Number	
Mobile Phone Number	
E-mail	

I, the undersigned, certify that I have read the foregoing application and information, understand the same, and that the representations made therein are correct and accurate.

Signature of Business Owner

Signature of Property Owner

For internal use only

Parking compliance

Dumpster enclosed