

**CITY OF HARVARD
OUTDOOR MARKET LICENSE APPLICATION**

License Fee \$50 Per Event

Applicant's Name	Home Address	City	State	Zip
Organization/Corporation Name				
DBA Name				
EIN	Illinois Business Tax No./Expiration Date			
Business Address	City		State	Zip
Business Phone	Home or Cell Phone	Primary E-Mail		
Business/DBA Name	Address	City	State	Zip
Description of goods and services:				
Date(s) and time for which license is being applied for:				
If selling goods from a vehicle, provide the following information:				
Vehicle Make	Model	License Plate Number		

OUTDOOR MARKET LOCATION (Attach letter from property owner, if different than applicant, granting permission for use of private property where outdoor market will be located)

SIGNATAURE/TITLE/DATE

I, the undersigned applicant or authorized agent thereof, swear or affirm that: the matters stated in the foregoing application are true and correct. They are made upon my personal knowledge and information; they are made for the purpose of requesting the City of Harvard to issue the license herein applied for; the applicant is qualified and eligible to obtain the license applied for; and the applicant will not violate any of the laws of the City of Harvard, the United States of America, or the State of Illinois, in particular Chapter 21.08, Outdoor Markets of the City of Harvard Municipal Code Book.

Further, I agree to notify the City of Harvard within 30 working days of changes in any of the above information.

Signature of Applicant

Title/Position

Date

PAYMENT OPTIONS:

1. Mail completed form with payment to:
2. Attn: City Treasurer
3. CITY OF HARVARD
4. P.O. Box 310
5. Harvard, IL. 60033

OR:

Payments may be made online via **Credit or Debit Card** as follows:

1. Complete fillable form above
2. Print Form
3. Choose the PayGov link on our Home Page
4. Choose drop down arrow in the City of Harvard: **Licenses**
5. Choose **Miscellaneous** and proceed with payment information
6. Print payment receipt and mail in with completed form to the address above
OR scan form and receipt and email to bookkeeper@cityofharvard.org