



Village of Westchester

10300 ROOSEVELT ROAD, WESTCHESTER, IL 60154

(708)345-0020 FAX (708)345-2873

WWW.WESTCHESTER-IL.ORG

Village President
SAM D. PULIA

Village Clerk
SHERBY J. MILLER

Trustees
ANGELO A. CALCAGNO
CARL C. CELESTINO
FRANK PERRY
CELESTINE REDA
NICK STEKER
TOM YURKOVICH

Village Manager
JANET M. MATTHYS

Village Attorney
MICHAEL K. DURKIN

Dear New License Applicant:

In order to obtain a Village of Westchester Business License, inspections must be completed by the following departments. Please contact each one directly to set up a time and date.

- **ELECTRICAL INSPECTION** **708-345-0199**
- **PLUMBING INSPECTION** **708-345-0199**
- **FIRE INSPECTION** **708-345-0441**

*Before scheduling the Fire Inspection, your place of business must be set up exactly as if you are opening your doors to the public. For example, filing cabinets, desks and furniture must be in their place.

If there is any type of food for sale, you must also have a Health Inspection

- **HEALTH SANITARIAN (Paul Slaby)** **224-456-7045**

Please remember that there is an additional license application and procedure for liquor or tobacco.

Thank you,

Village of Westchester



Village of Westchester

10300 ROOSEVELT ROAD, WESTCHESTER, IL 60154

(708)345-0020 FAX (708)345-2873

WWW.WESTCHESTER-IL.ORG

APPLICATION FOR NEW BUSINESS

Type of Business _____

Name of Business _____

Address _____ City _____ State _____ Zip _____

Business Phone _____ E-mail _____

Business Owner _____

Address _____ City _____ State _____ Zip _____

Phone _____ E-mail _____

Federal Employer ID Number (FEIN) _____ Verified _____

State Tax Number _____ Verified _____

Property Manager* _____

*NOTE refers to an individual at the management company where rent is paid, if applicable.

Address _____ City _____ State _____ Zip _____

Phone _____ E-mail _____

The fee noted herein is received and a license will be signed upon final inspections and approval by the appropriate Village Personnel. Violation of any law of the State of Illinois, the United States of America, or any ordinance of the Village of Westchester in force and effect during all or part of the period covered by any license issued pursuant to this application in the conduct of said business will result in a revocation of the license issued hereunder.

Date _____ Print _____ Signature: _____

Official Use Only Below Line

Electric Dept: _____ Date _____

Plumbing Dept: _____ Date _____

Fire Dept: _____ Date _____

Health Dept: _____ Date _____

Zoning: _____ Date _____

Fee _____ Date: _____ License# _____

Steven Stelter
Chief of Police



Westchester Police Department

10300 W Roosevelt Rd
Westchester, IL 60154
Dept Phone (708) 345-0087

ALARM USER PERMIT DIVISION 2 SECTION 11 APPLICATION:

APPLICATION FOR AN ALARM USER PERMIT IS REQUIRED TO BE COMPLETED BY THE ALARM USER APPLYING FOR SAID PERMIT. THIS APPLICATION IS TO BE FORWARDED TO THE CHIEF OF POLICE FOR REVIEW AND ISSUANCE OF SAID PERMIT. YOU ARE THEREFORE REQUESTED TO COMPLETE THE FOLLOWING FORM AND SUBMIT SAME FOR REVIEW.

NAME AT RESIDENCE/OR BUSINESS _____ TELEPHONE NUMBER AT RESIDENCE/OR BUSINESS _____

ADDRESS OF RESIDENCE/OR BUSINESS WHERE ALARM SYSTEM WILL BE INSTALLED _____
Westchester, IL 60154

TYPE OF ALARM SYSTEM (CIRCLE) : LOCAL DIRECT CONNECT CENTRAL SYSTEM

NAME AND ADDRESS OF ALARM COMPANY RESPONSIBLE FOR INSTALLATION AND MAINTENANCE OF ALARM:

ALARM COMPANY NAME CITY / STATE TELEPHONE

THE ALARM USER SHALL SUPPLY THE POLICE DEPARTMENT WITH THE NAME AND TELEPHONE NUMBER OF THREE (3) PEOPLE, EMPLOYEES, OR AGENTS, REPRESENTING THE OWNER/OR BUSINESS THAT ARE CAPABLE OF RESPONDING TO SAID BUSINESS AND OPENING THE PREMISES FOR INSPECTION, AND TO PROVIDE THE RE-SECURING OF SAID ALARM UPON ACTIVATION, ONE OF THE THREE (3) NAMES PROVIDED MUST BE THE OWNER/MANAGER OF THE BUSINESS. THE SECOND AND THIRD NAMES MAY BE THE CHOICE OF THE BUSINESS/OWNER OR MANAGER.

RESIDENTIAL ALARM SUBSCRIBERS NEED ONLY SUPPLY ONE (1) ADDITIONAL NAME

NAME ADDRESS TELEPHONE

NAME ADDRESS TELEPHONE

NAME ADDRESS TELEPHONE

SIGNATURE OF APPLICANT _____

PLEASE FORWARD THIS COMPLETED APPLICATION TO THE CHIEF OF POLICE

APPROVED BY CHIEF OF POLICE (/ DESIGNEE) DATE PERMIT NUMBER

Village of Westchester Newsletter Advertising Information



The Village publishes a monthly newsletter which is delivered to 7200 households on the first Monday of each month. We would like to offer you the opportunity to be a part of this unique community production. In addition to household deliveries, it is also distributed at the Westchester Public Library and local businesses. The most current newsletter is displayed on the Village homepage with the previous months issues accessible online.

Due to the limited amount of space for advertisements, ad space is sold on a "first come, first serve" basis. Ad size is determined by availability per newsletter issue. To secure advertising space, please contact us at newsletter@westchester-il.org. All interested parties will receive a confirmation email with deadline, pricing, payment, and submittal requirements. All ads must be submitted to newsletter@westchester-il.org by the 15th of each month.

ADVERTISEMENT SIZE	DIMENSIONS	MONTHLY RATE	THREE MONTH PRE-PAID 5% DISCOUNT	SIX MONTH PRE-PAID 10% DISCOUNT
1/8 PAGE ADVERTISEMENT	5.125" W X 3.25" T	\$60.00	\$57.00	\$54.00
1/4 PAGE ADVERTISEMENT	5.125" W X 6.50" T	\$110.00	\$104.50	\$99.00
HALF PAGE ADVERTISEMENT	10.25" W X 6.50" T	\$200.00	\$190.00	\$180.00
BACK HALF PAGE COLOR		\$300.00	N/A	N/A
FULL PAGE ADVERTISEMENT	10.25" W X 13.00" T	\$300.00	\$275.00	\$270.00
BACK FULL PAGE COLOR		\$500.00	N/A	N/A

Please Note: Prices are subject to change upon Staff recommendation or Board Approval

Questions: newsletter@westchester-il.org or (708) 345-0020

Newsletter Submittal Requirements

Advertisements

- Must be "camera ready" and submitted preferably as Pdf. TIF or JPEG files are also accepted.
- All image files submitted should have a 300dpi resolution to ensure the highest printing quality possible for your advertisement.

Photos

- Must be submitted as TIF or JPEG files and should have a 300 dpi resolution to ensure the highest printing quality possible.

Articles

- Must be submitted in a Word doc (not docx)

