



NOTICE OF CHANGES for a BUSINESS REGULATORY LICENSE

CITY OF ALTON, ILLINOIS

Cynthia A. Roth • Alton City Treasurer

101 E Third • Suite 102 • Alton, Illinois 62002

Telephone: (618) 463-3540

E-mail: croth@cityofaltonil.com

Fax: (618) 463-3520

Website: www.cityofaltonil.com

This notice is to inform the Alton City Treasurer's office of the **Following Changes** regarding my business:

CURRENT BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE NUMBER: _____

I am closing my business as of this date: _____

I am moving my business on this date: _____

• New location is: _____

I am changing my business name on this date: _____

• New business name is: _____

I sold my business on this date: _____

• New Owner's name: _____

• New Owner's phone number: _____

I would like to add another type of business to my existing business license:

(Please give a detailed description...) _____

Any other changes: _____

Signature: _____

Owner

Date

Return this form by mail, fax, or simply email a response to: acox@cityofaltonil.com



NO LONGER OPERATING a BUSINESS

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This notice is to inform the Alton City Treasurer's office that I am **No Longer Operating** a business in the City of Alton.

NAME OF BUSINESS: _____

ADDRESS OF BUSINESS: _____

DATE BUSINESS CLOSED: _____

Signature: _____
Owner *Date*

Major credit cards are accepted in the Treasurer's Office. You may also pay online at:
www.cityofaltonil.com

- Select the '**PAY MY BILL**' link on the left side of the page
- Select **Business License / Renewal** from payment type
- Fill in all Contact Information and then click Continue

If you have any questions regarding this matter you may call Amy Cox at (618) 463-3540.

Please return this form by mail, fax, or simply email a response to: acox@cityofaltonil.com

We would appreciate your immediate response.