



CITY OF CAHOKIA HEIGHTS

Curtis L. McCall Sr., Mayor

103 MAIN STREET

CAHOKIA HEIGHTS, ILLINOIS 62206

Office: (618) 337-9510

Fax: (618) 215 - 7203 FAX

Business License Requirements:

All applications must be filled out completely and accurately

(Failure to do so can delay your application process, or deny your request for a license)

All business applications must have a Liability Insurance Policies

\$10,000.00 Surety Bond (only for construction & electrical contractors)

All Business “located in The City of Cahokia Heights must obtain an occupancy permit

Copy of Lease, Rental Agreement or Deed.

Register business with the County Clerk Office. (If applicable)

Copy of State issued Driver’s License

Copy of East Side Health Department Permit if Drinks or Food is prepared. (Including Strip Clubs)

Copy of original Federal Identification Number

Electricians must take the electrical test in the Code Enforcement office-Electrical Only (OR)
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Show proof of block test from St. Louis (if taken) – Electrical Only
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All parties interested in doing business in the City of Cahokia Heights must meet with the Mayor or Deputy Mayor prior to approval.

All application fees must be submitted by a check, Cashier Check or Money order and

Made Payable to the (City Of Cahokia Heights).

When a business name is different from the owner (s) full legal name (s) The Illinois Assumed Name Act requires sole proprietorships to register with their local county clerk’s office.

In every county where the business is located, a certificate setting forth the name of the business, the full legal name (s) and address (s) of those owning, conducting or transacting the business and the location (s) of the business must be filed with the county clerk’s office. There are three steps: (1) complete an application; (2) submit legal notice; (3) publish the legal notice.