

## **THINGS YOU SHOULD DO IF OPENING A BUSINESS IN THE CITY OF DECATUR**

- CHECK WITH THE ZONING DEPARTMENT TO SEE IF YOUR LOCATION IS PROPERLY ZONED FOR THE TYPE OF BUSINESS YOU ARE STARTING: **217-424-2781**
- REGISTER YOUR BUSINESS NAME (ASSUMED NAME) WITH THE COUNTY CLERK: **217-424-1305**
- REGISTER YOUR BUSINESS WITH THE STATE OF IL FOR A STATE TAX ID: **800-732-8866**
- CONTACT THE CITY OF DECATUR TO DETERMINE IF YOU ARE REQUIRED TO HAVE A LICENSE TO OPERATE THE BUSINESS – LICENSING DEPARTMENT 217-424-2709, CITY CLERK 217-424-2708
- CONTACT THE HEALTH DEPARTMENT **IF** YOUR BUSINESS INVOLVES FOOD/DRINK AND/OR HEALTH CONCERNS (TATOOS, ETC.) – **217-423-6988**
- CONTACT THE CITY AUDITOR FOR TAX PAYMENTS **IF** YOUR BUSINESS IS A HOTEL/MOTEL OR INVOLVES THE SALE OF FOOD & BEVERAGE OR MOTOR FUEL – **217-424-2854**