

Town of Merrillville Business License Application and Recycling Plan

Internal Office Use Only

☐ \$50.00 Application & Inspection Fee Receipt # _____
☐ \$100.00 License Fee Receipt # _____ Received by: _____

Business Information

Name of Business: _____ Property Parcel #: _____

Business Address: _____

Phone #: _____ Fax #: _____

Federal ID or SS # of Owner: _____

Days & Hours of Operation: _____

Status of Occupancy (Deed Owner, Lessee, etc.): _____

Specific Nature of Business:

Please check which applies:

☐ Retail ☐ Wholesale

☐ Service ☐ Other

Specific Items Produced, Sold, Warehoused
Etc.?

Corporate Information

Corporate Name: _____ Phone #: _____ Fax: _____

Corporate Address: _____ City: _____ State: _____ Zip: _____

Business Owner Information

Owner's Name: _____ Phone #: _____ Fax #: _____

Owner's Address: _____ City: _____ State: _____ Zip: _____

Key Holder #1:

Name: _____

Key Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Fax #: _____

Have you obtained all permits and licenses' required by
state and county laws for your type of business?

☐ Yes ☐ No

Alarm system on the premises?

☐ Yes ☐ No

*Please provide the internal site diagram of the
business layout and design on the page attached.*

Name of Garbage Provider for the Business:

Key Holder #2

Name: _____

Key Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Fax #: _____

Are there any hazardous materials on the premises?

☐ Yes ☐ No

Security camera on the premises? (as per Ordinance 18-10)

☐ Yes ☐ No

Please complete and return with \$150.00 payment,
payable to: Town of Merrillville, 7820 Broadway,
Merrillville, IN 46410

Signature of Applicant & Date

EMAIL: _____

Internal Site Diagram of Business Layout & Design

RECYCLING PLAN

If a recycling plan is used please complete

Recycling Program Point-of-Contact: _____ Phone: _____

Recycling Method Used: _____

___ Source Separation:

___ Post-Collection Separation: Town/County Approval must be attached.

Recycling Materials included in the recycling program

Check all that apply

☐	Corrugated Cardboard	☐	Plastic Containers	☐	Mixed Paper
☐	Wooden Pallets	☐	Magazines/Catalogs	☐	High Grade Paper
☐	Newspaper	☐	Plastic Film	☐	Ferrous Metals
☐	Metals Containers Including aluminum, steel and bi-metal	☐	Fluorescent Bulbs	☐	Glass Containers including clear, green and brown
☐	High-Density discharge lamp	☐	Renderings including fat, oils, greases	☐	

Source Reduction Methods Implemented

Please check all that apply

- ___ Double-sided copying
- ___ Inter-Office/company envelopes
- ___ Installing reusable furnace or air conditioning filters
- ___ Installing long-lasting energy efficient light bulbs or fixtures
- ___ Reducing fax transmission cover pages to ½ page or stick-on notes
- ___ Using packaging alternatives made of post-consumer recycled materials
- ___ Other measures: _____

Education Program Implemented

Please check all that apply

- ___ Flyers with all proposals and contracts outlining the recycling plan. The importance of recycling, and identifying recyclables and identifying recyclable materials and collection points (attach copy)
- ___ Annual recycling program updates to all employees (attach copy)
- ___ Signs identifying recyclable materials
- ___ Other: _____

Additional Information

Please check all that apply

- ___ Semi-Annual refuse hauler/recycling service provider's recyclable quality report (attach copy)
- ___ Correspondence with the Town (attach copy)