



License Worksheet

City of Lake Geneva Clerk's Office
626 Geneva St
Lake Geneva, WI 53147

Select all licenses being applied for

Check	License Type	Price	Fee due
	Business License	\$25	
	Room Tax Permit Requires filing of monthly & annual reporting forms	\$10	
	Weights & Measures Number of Devices: _____ Type of weighing, measure, scanning devices used: _____	\$20 \$15/device subtotal	
	Sidewalk Café Permit	\$15/seat	
	Creamery Permit	\$50	
Additional requirements for Sidewalk Café or Creamery Permit 1. Certificate of Comprehensive General Liability Insurance naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00. 2. Copy of license issued by the WI Dept of Health Services and/or WI Dept of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64. 3. Scaled Diagram accurately depicting the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, trees, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). Site plan must depict five (5) feet of unobstructed sidewalk for public use 4. Signed Indemnification Statement & Alcoholic Beverage Questionnaire Approvals-Office Use			
PD _____		B & Z _____	
Date _____		Date _____	
DPW _____		FLR _____	
Date _____		Date: _____	
Amusement Devices & Arcade			# of devices
			Fee Due
	Arcade (up to 4 devices)	\$25/device	
	Minor Arcade (4-9 devices)	\$100	
	Major Arcade (10 + devices)	\$300	
	Amusement Device (Juke Box)	\$20/device	
	Billiards Table	\$40/table	
	Bowling Alley	\$20/lane	
			Amusement Subtotal

Total Due:	
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Office Use		
Date Filed: _____ Receipt Number: _____ Total Paid: _____		
Approvals		
Building Inspector: _____	Date: _____	
Fire Inspector: _____	Date: _____	
Date Issued: _____	License #: _____	PPT
		Paid
		Owes: _____
Notes:		