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# Rental Unit Registration Application

Village of Island Lake • 3720 Greenleaf • Island Lake, Illinois 60042

Date \_\_\_\_\_ 2016 Check one:  Apartment  House  Townhome  Condominium

## PROPERTY INFORMATION

Rental Property Address \_\_\_\_\_ Unit# \_\_\_\_\_ Island Lake, IL

Living Area square footage: \_\_\_\_\_ How many bedrooms? \_\_\_\_\_ How many bathrooms? \_\_\_\_\_ Attached garage? \_\_\_\_\_

Are there bedrooms and/or bathrooms in the basement or attic? \_\_\_\_\_

## PROPERTY OWNER INFORMATION

Type of Ownership:  Individual  Partnership  Corporation  Other: \_\_\_\_\_

Owner/Taxpayer Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Address of owner: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## PROPERTY MAINTENANCE COMPANY or MANAGER (if applicable)

Name \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Home address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## ADDITIONAL RENTAL UNITS

Do you own/manage additional rental units in the Village of Island Lake?  Yes  No If yes, how many? \_\_\_\_\_ Please list the other addresses:

\_\_\_\_\_  
\_\_\_\_\_

The undersigned property owner hereby applies to the Village of Island Lake, Illinois for Rental Unit Registration. I have read and completed this application and fully understand its intent and I declare that the statements made are true and understand that **INCOMPLETE** applications or applications containing false information will not be approved. I have also read and understand the requirements set forth in the village ordinance Per ordinance, I agree to notify the village of any change in tenancy. An inspection is required before new tenant occupancy.

Property Owner print name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

When approved, this registration will be valid for two years as described in the Village of Island Lake Ordinance Title 8 Chapter 13 Residential Rental Property Registration and Inspection.

Detached rental units (houses, townhomes and condominiums) will require a separate application and fee for each rental unit.

Attached rental units (apartment complexes) may submit one application with a separate page listing the current tenant information required for each unit. A separate fee is due for each rental unit.

↓ Office use only ↓

Date Application received \_\_\_\_\_ How Paid: \_\_\_\_\_

Notes: