



Department of Community Development
 300 Civic Center Plaza
 Glendale Heights, Illinois 60139
 Phone (630) 260-6030
 Fax (630) 260-1317
 www.glendaleheights.org

**RESIDENTIAL RENTAL PROPERTY
 LICENSE/RENEWAL APPLICATION**

Building Address: _____

Permanent Parcel Number (PIN): _____

OWNERSHIP INFORMATION

Owner Name: _____

Street Address: _____

City, State, Zip: _____

24-Hour Phone: (____) _____ **Home Phone:** (____) _____

E-Mail: _____

EMERGENCY CONTACT INFORMATION

Emergency Contact Name: _____

Street Address _____

City, State, Zip: _____

24 Hour Phone: (____) _____

All of the information provided above is true and accurate to the best of my knowledge:

Property Owner Signature

Date

ANNUAL FEE: Single Family Homes, Townhomes & Duplexes \$300. Condos \$200.
Note: Property owner is responsible for scheduling inspection of rental unit and compliance for annual license. Reference Code Section # 10-14A

Information in this box to be filled out by office personnel only License Number ____ - _____



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**RESIDENTIAL RENTAL PROPERTY
 SUPPLEMENTAL INFORMATION**

Building Address: _____

ADDITIONAL OWNERSHIP INFORMATION (IF APPLICABLE)

Owner Name(s): _____

Street Address: _____

City, State, Zip: _____

24-Hour Phone:(____) _____ Home Phone: (____) _____

E-Mail: _____

AGENT CONTACT INFORMATION (IF APPLICABLE)

Agent Contact Name: _____

Street Address: _____

City, State, Zip: _____

24 Hour Phone: (____) _____

E-Mail: _____

TENANT INFORMATION

Tenant Name: _____ Phone: (____) _____

Tenant Name: _____ Phone: (____) _____

Tenant Name: _____ Phone: (____) _____

(If more space is needed, please attach additional sheet.)

NUMBER OF RENTAL DWELLING UNITS _____

TOTAL SQUARE FOOTAGE _____ sq. ft.

ROOM SIZES:

Bedroom 1: _____ X _____

Living Room: _____ X _____

Bedroom 2: _____ X _____

Dining Room: _____ X _____

Bedroom 3: _____ X _____

Family Room: _____ X _____

Bedroom 4: _____ X _____

Kitchen: _____ X _____

Bedroom 5: _____ X _____

Other: _____ X _____

(If more space is needed, please attach additional sheet.)

Glendale Heights Lease Addendum



The Village of Glendale Heights has enacted the following in its Code of Ordinances:

10-14A-12 – Residential Rental Property: This code section prohibits criminal nuisance activity on properties located within the corporate limits of the Village of Glendale Heights.

Any violation of the above Village code section or any other federal, state, or local criminal, nuisance, or property maintenance statutes, regulations, or ordinances may result in the **EVICTION** of the tenant who committed, allowed, or facilitated the violation.

Tenants and all persons who reside in the leased premises, by assuming possession of the same, agree that the landlord or his agents may release to the Police Department any information concerning the identity of all occupants.

Tenants who fail to provide the landlord with the names of individuals who will be temporarily residing at the residence for more than seven (7) consecutive calendar days may be subject to **EVICTION**.

LANDLORD

TENANT
