



# VILLAGE OF THORNTON RESIDENTIAL RENTAL LICENSE APPLICATION

Date of application: \_\_\_\_\_

Property Address \_\_\_\_\_

Property Tax ID # \_\_\_\_\_

Single Family \_\_\_\_\_ Multi Family \_\_\_\_\_ Number of Units \_\_\_\_\_  
.....

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
.....

**Owners Cook County Agent** (Who/where to file notice if property owner is out of town)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_  
.....

Rental Licenses expire on April 30<sup>th</sup> of the year issued. A late fee of \$100.00 will be added to the licensing fee if payment is received after April 30<sup>th</sup>.

No license or permit shall be issued if there is any outstanding debt to the Village; this includes but not limited to any property liens.

Rental License fees are as follows;

1. For single family and multi-family units not to exceed two (2): one-hundred dollars (\$100.00) per unit.
2. Multi-unit buildings with three (3) or more units: one hundred dollars (\$100.00) for the building and thirty five dollars (\$35.00) per unit.

After rental license fees have been paid an inspection may be necessary, you are responsible to call the Village to set-up your rental inspection date. The rental inspection shall include one (1) re-inspection; any additional inspections will be an additional fifty dollars (\$50.00) per inspection.

A crime-free lease addendum must be included within your lease.

Applicant has reviewed the applicable portions of the Village Code and agrees to comply with the same:

Signature of Applicant \_\_\_\_\_

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## OFFICE USE ONLY

**Rental License Fee** \_\_\_\_\_

(\$100.00 per unit up to 2 units. If three or more units: \$100.00 for the building and \$35.00 per rental unit.)

**Late Fee:** \_\_\_\_\_

(Late fee of \$100.00 if paying after April 30th.)

**Inspection date:** \_\_\_\_\_

**Re-inspection date:** \_\_\_\_\_

**Additional inspections**

**Inspection compliance approved** \_\_\_\_\_

Date \_\_\_\_\_ By \_\_\_\_\_

.....

**License Number:** \_\_\_\_\_ **Issue Date:** \_\_\_\_\_

**Expiration Date:** April 30, 20 \_\_\_\_\_