



VILLAGE OF NORTH RIVERSIDE

2401 S. Desplaines Avenue
North Riverside, Illinois 60546

(708) 447-4211

www.northriverside-il.org

Registration & Inspection Fee is \$50.00
Application #
Check #

SINGLE-FAMILY DWELLING RENTAL PROPERTY APPLICATION

(Please Print or Type)

Building Address:

OWNERSHIP INFORMATION

Owner Name:

Street Address (P.O. Box not acceptable):

City, State, Zip:

Home Phone: Business Phone:

E-mail address: Mobile Phone:

PLEASE NOTE: If e-mail address is provided, license and renewal paperwork WILL be e-mailed.

Driver's License #:

Has there been a change of ownership or an additional tenant of the rental unit since last registration date?

PROPERTY MANAGER INFORMATION - NOT YOUR ASSOCIATION

Property Manager:

Street Address (P.O. Box not acceptable):

City, State, Zip:

Business Phone: Mobile Phone:

E-mail address:

Do you want all correspondence and mailings to go to property manager? YES NO

TENANT INFORMATION

Table with 4 rows and 3 columns for tenant information, including Name, Phone Number, Type of Vehicle, License Plate Number, and Vehicle Sticker #.

Name:		Phone Number:	
Type of Vehicle:	License Plate Number:		Vehicle Sticker # :
Name:		Phone Number:	
Type of Vehicle:	License Plate Number:		Vehicle Sticker # :
Name:		Phone Number:	
Type of Vehicle:	License Plate Number:		Vehicle Sticker # :
Name:		Phone Number:	
Type of Vehicle:	License Plate Number:		Vehicle Sticker # :

**EMERGENCY CONTACT INFORMATION**

Emergency Contact Name: \_\_\_\_\_

Street Address (P.O. Box not acceptable): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

24 Hour Emergency Phone: (\_\_\_\_\_) \_\_\_\_\_

All of the information provided in the Application is true and correct to the best of my knowledge:

Property Owner \_\_\_\_\_ Date \_\_\_\_\_

**PM-404.4.1 Area for Sleeping Purposes:** Every bedroom occupied by one person shall contain at least 70 square feet of floor area, and every bedroom occupied by more than one person shall contain at least 50 square feet of floor area for each occupant thereof.

**PM-404.4.4 Prohibited occupancy:** Kitchens and nonhabitable spaces shall not be used for sleeping purposes.

(International Property Maintenance Code 2009 as amended)

State law requires installation and maintenance of smoke detectors for all rental units, one within each bedroom and one on each level of a multiple level dwelling. State law requires that carbon monoxide detectors be located within fifteen feet (15') from all sleeping rooms. If you have any questions regarding detectors, please contact the Fire Department at (708) 447-1981

**RENTAL DWELLING UNIT INFORMATION**

\*Please provide if we do not have this information on file or if this is a new rental unit.

Total number of rooms in dwelling unit: \_\_\_\_\_ Number of Bedrooms: \_\_\_\_\_ Number of Bathrooms: \_\_\_\_\_

Finished Basement: \_\_\_\_\_

Living room: \_\_\_\_\_ ft. by \_\_\_\_\_ ft.

Kitchen: \_\_\_\_\_ ft. by \_\_\_\_\_ ft.

Bedroom #1: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Smoke Detector: Yes \_\_\_\_\_ No \_\_\_\_\_

Bedroom #2: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Smoke Detector: Yes \_\_\_\_\_ No \_\_\_\_\_

Bedroom #3: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Smoke Detector: Yes \_\_\_\_\_ No \_\_\_\_\_

Bedroom #4: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Smoke Detector: Yes \_\_\_\_\_ No \_\_\_\_\_

Bedroom #5: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Smoke Detector: Yes \_\_\_\_\_ No \_\_\_\_\_

Other: \_\_\_\_\_ ft. by \_\_\_\_\_ ft.

Are there properly located carbon monoxide detectors: Yes \_\_\_\_\_ No \_\_\_\_\_

**MAXIMUM OCCUPANCY NOT TO EXCEED \_\_\_\_\_ PERSONS**

Re-Inspection Required: Yes \_\_\_\_\_ No \_\_\_\_\_