



COMMUNITY DEVELOPMENT

1000 CIVIC CENTER DRIVE, NILES, ILLINOIS 60714

(847) 588-8040 | www.vniles.com

Residential Rental License Application

SINGLE FAMILY, TOWNHOUSE, CONDO, OR MULTI FAMILY – COMPLETE PARTS 1 THROUGH 3 BELOW

(1) Niles Rental Property Location Information:

Location Address: _____

- Complex Name (if applicable) _____
- Is there a property owners' association associated with this location? ☐ Yes or ☐ No
*Association Name: _____ Phone #: _____
- Do you rent other residential property in The Village of Niles? ☐ Yes or ☐ No
*How many other addresses do you rent? _____
*List locations/addresses here: _____
- Type of Property:
 - ☐ Single Family Home
 - ☐ Townhouse
 - ☐ Condo unit
 - ☐ Apartment Complex Number of dwelling units on Property: _____

(2) Property Owner Information: Street address is required. ****Do not list Post Office Box****

Name: (Full Legal Name) _____

Address: (Other than Location) _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Home Phone: _____

Cell Phone: _____ E-mail: _____

Emergency Contact Information: *Required

Name: _____ Phone: _____

Name: _____ Phone: _____

Local Management/Agent Information: *Required for all principal residence outside of the state of IL

Name of Firm: _____ Contact: _____

Address: _____ ****Do not list Post Office Box****

City: _____ State: _____ Zip: _____

Business Phone: _____ Home Phone: _____

Cell Phone: _____ E-mail: _____

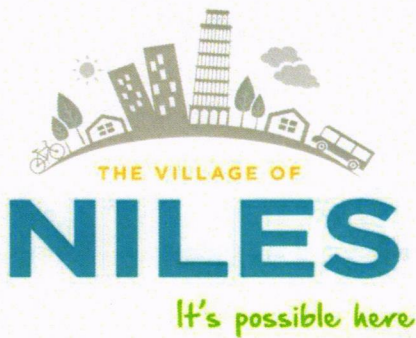
(3) Crime Free Seminar: Sign up to complete the online, on-demand Crime Free Multi Housing seminar at www.vniles.com/crimefree

I/We understand the issuance of this license is conditional upon compliance with all Village ordinances and the results of any inspections required by ordinance at this time and any further time while in force. I/We have read the application and answered all questions in full and the information I/We have submitted in this application is complete and truthful to the best of my knowledge. If there are any changes in the information provided on this application, it is my responsibility to notify the Village of Niles with correct information for update. Any questions and/or to report changes, please email Kimberly Delia at kad@vniles.com.

Property Owner's Signature: _____ Date: _____

Fees: Single Family attached or detached dwelling unit, Townhouse, condominium - \$100.00
Multi Family - \$80.00 base fee, plus \$20.00 per unit

License fees will be pro-rated on a month-to-month basis for licenses used in the middle of the billing period. All licenses are renewed annually. **Note:** Family occupied units, no charge, must complete and sign the Owner-Occupied form to apply for a fee waiver each and every year (see next page).



COMMUNITY DEVELOPMENT

MAYOR

George D. Alpogianis

VILLAGE MANAGER

Frank J. Lindbloom

VILLAGE CLERK

Denise M. McCreery

TRUSTEES

Susan DeBartolo
Ajay Mody
Craig Niedermaier
Dean Strzelecki
Marryann Warda

OWNER OCCUPIED UNIT(S) MULTIPLE UNIT BUILDINGS

This form is required to be completed and returned by the property owner to waive any fees for “owner occupied” units. “Owner Occupied units” are persons who are identified on the deed to the property, owner occupied does not include family members that are not on the property deed. For unit(s) which are “owner occupied”, a \$20 fee does not apply for that unit.

I _____ as legal owner of _____, Niles
certifies that the following applies as to the occupancy of the following units:

- ☐ Entire building is “owner occupied”
- ☐ The following units are owner occupied

Unit# _____ Name: _____

Unit# _____ Name: _____

Unit# _____ Name: _____

Property owner signature

Print name

Date:

Return completed form to with applicable payment less \$20 for each “owner occupied” unit to Village of Niles 1000 Civic Center Drive, Niles IL 60714. ATTENTION Kimberly Delia- Administrative Assistant. **Questions?** Please call 847-588-8044 or email kad@vniles.com. **Please Note: Form must be completed & submitted each year, to obtain discount.**