



**VILLAGE OF SOUTH HOLLAND**

16220 Wausau Ave.

South Holland, IL 60473

Phone: (708) 210-2915 Fax: (708) 210-2959 E-mail: GNRHI@southholland.org

LICENSE/REGISTRATION FORM  
**RESIDENTIAL RENTAL DWELLING**  
 (Please type or print using black ink only)

Completed applications will be accepted at the Village of South Holland/Customer Service Center. **Registration/Renewal Fee will not be accepted upon submission.** GNRHI Office Personnel will contact via email or phone with payment options upon approval of license. **NOTICE: Please contact the Village of South Holland's Rental Housing Coordinator to confirm the property you are interested in is located in a Census tract that has available rental licenses.**

Permanent Index Number: \_\_\_\_\_

Date mm / dd / yr

Subject Property Address: \_\_\_\_\_ South Holland, IL 60473

**OWNER INFORMATION**

Primary Owner: \_\_\_\_\_ DL # \_\_\_\_\_  
 (First Name) (Last Name)

Secondary Owner: \_\_\_\_\_ DL # \_\_\_\_\_  
 (First Name) (Last Name)

Principal Residence Address (PO Box not acceptable. Include City, State, Zip): \_\_\_\_\_

Phone Number(s) - (Include area code): Home \_\_\_\_\_ Work \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail (Primary Owner): \_\_\_\_\_

E-Mail (Secondary Owner): \_\_\_\_\_

\*If owned by a Business: \_\_\_\_\_  
 (Name of Business) (Type of business, i.e. LLC, Corp., etc.)

\_\_\_\_\_  
 (Business Address: Include City, State, Zip) (Principal Agent: First Name, Last Name)

**PROPERTY MANAGER/AGENT INFORMATION**

Company Name (If Applicable): \_\_\_\_\_

Agent Name: \_\_\_\_\_  
 (First Name) (Last Name)

Address (Include City, State, Zip): \_\_\_\_\_

Phone Number(s) (Include area code): Home \_\_\_\_\_ Work \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail: \_\_\_\_\_ Web Address (If Applicable): \_\_\_\_\_

**TENANT(S) INFORMATION** - Number of Occupants in residence: \_\_\_\_\_.

In the space below, provide information for all occupants, 18 years of age and older.

First Name	Last Name	Age	Date of Birth	Gender (Circle One)
Primary adult tenant			mm / dd / yr	M F
Secondary adult tenant			mm / dd / yr	M F
Other adult tenant			mm / dd / yr	M F
Other adult tenant			mm / dd / yr	M F

**OWNER/OWNER'S AGENT**  
**Initial each space provided**

- I UNDERSTAND THAT THE APPROVAL OF THIS LICENSE IS CONDITIONAL UPON COMPLIANCE WITH ALL VILLAGE ORDINANCES, INCLUDING THE RENTAL HOUSING CODE, AND THE SATISFACTORY RESULTS OF ANY INSPECTION(S) OF ABOVE PREMISES AT THIS TIME OR ANY SUBSEQUENT INSPECTION(S) WHILE THIS LICENSE IS IN FORCE.
- I UNDERSTAND THAT A REPRESENTATIVE OF THE VILLAGE OF SOUTH HOLLAND WILL CONTACT ME (OR MY AGENT) TO ARRANGE FOR AN INSPECTION OF THE RENTAL DWELLING INDICATED HEREON. DEFICIENCIES (IF FOUND) THAT VIOLATE VILLAGE ORDINANCES, INCLUDING THE RENTAL HOUSING CODE, MUST BE CURED OR THE LICENSE MAY BE REVOKED AND FINES IMPOSED.
- AN APPROVED LICENSE/REGISTRATION SHALL BE IN EFFECT UNTIL DECEMBER 31<sup>ST</sup> AFTER ISSUANCE UNLESS PREVIOUSLY REVOKED. APPLICATIONS FOR LICENSE/REGISTRATION RENEWALS CAN BE FILED **AT LEAST THIRTY (30) DAYS PRIOR TO THE LICENSE EXPIRATION DATE.**
- LICENSE/REGISTRATION APPLICATIONS ARE AVAILABLE AT THE VILLAGE OF SOUTH HOLLAND, OFFICE OF THE CLERK/COLLECTOR AND ON THE VILLAGE WEBSITE AT WWW.SOUTHHOLLAND.ORG. IF A LICENSE IS NOT ON FILE FOR A RESIDENTIAL RENTAL DWELLING, THE OWNER IS SUBJECT TO A MUNICIPAL ORDINANCE TICKET AND A MANDATORY COURT APPEARANCE. PENALTIES RANGE FROM \$250.00-\$1,000.00 FOR VIOLATIONS WHEN A CITATION OR TICKET IS/ARE SERVED. EACH DAY SHALL BE A SEPARATE VIOLATION.
- I HAVE READ AND UNDERSTAND THE *“GOOD NEIGHBOR RENTAL HOUSING INITIATIVE, A PROPERTY OWNER’S GUIDE TO THE RENTAL HOUSING CODE”*.
- I AGREE TO INCORPORATE INTO THE BODY OF ALL LEASES OR RENTAL AGREEMENTS, OR RENEWALS THEREOF, THE FIRST AND LAST LEGAL NAMES, GENDER, AND DATE OF BIRTH OF ALL INDIVIDUALS WHO WILL RESIDE AT THE RENTAL PROPERTY DURING THE TERM OF THE LEASE.
- I AGREE TO UTILIZE THE *GOOD NEIGHBOR LEASE ADDENDUM* AS A PART OF THE LEASE AGREEMENT AND TO PROVIDE A COPY OF THE FULLY EXECUTED LEASE AND SUBSEQUENT ADDENDUM TO THE VILLAGE OF SOUTH HOLLAND, GOOD NEIGHBOR RENTAL HOUSING COORDINATOR, UPON VERBAL OR WRITTEN REQUEST.
- I AGREE TO ADVISE PROSPECTIVE TENANTS OF THE VILLAGE OF SOUTH HOLLAND’S GOOD NEIGHBOR HOUSING PROGRAM AS DEFINED IN THE RENTAL HOUSING CODE AND TO PROVIDE TENANT(S) A COPY OF THE FULLY EXECUTED *GOOD NEIGHBOR LEASE ADDENDUM*.
- I UNDERSTAND THAT PURSUANT TO SECTION 21-7 OF THE SOUTH HOLLAND MUNICIPAL CODE, BOTH THE USER AND THE OWNER, ARE LIABLE FOR THE WATER BILL. NON PAYMENT WILL RESULT IN A LIEN AGAINST THE PROPERTY AND APPLICABLE RELEASE FEE.

By: \_\_\_\_\_  
Signature (Indicate if Owner or Owner’s Agent)

Date: \_\_\_\_\_

**INCOMPLETE APPLICATIONS WILL BE RETURNED TO APPLICANT**

For Office Use Only	
Date License/Registration Received:	Reviewed By:
License/Registration Fee Paid: \$	Inspection Fee Paid: \$
Date License/Registration Approved:	Date License/Registration Expires: 12 /31 /20____