

Village of Glenwood
One Asselborn Way
Glenwood, Illinois 60425
Building Department (708) 753-2416

Annual Rental Inspection Application

Village Ordinance Section 22-89 Annual Inspections:

No owner, agent or person in charge of a non-owner occupied one-or two-family, or multi-family dwelling *unit* or structure shall allow any person to occupy such dwelling or structure as a tenant or lessee unless such unit or structure shall have been inspected once during each year in which the dwelling unit or structure was occupied and determined to be in compliance with all of the provisions of this chapter and all health and building laws and codes of the Village of Glenwood evidenced by a certificate of occupancy issued by the building inspector.

The first inspection and subsequent re-inspection is included in the initial cost. Any additional inspections or failure of the owner/agent/designee to appear for a scheduled inspection will require additional fees. In issuing a Certificate of Compliance, whether temporary or permanent, the Village of Glenwood does not make any warranty, representation or statement nor does it intend to insure or guarantee that there are no additional unnoted violations relative to any other provisions of any of the codified ordinances of the Village of Glenwood, the International Code Council 2015 Editions or any other of the rules or regulations of the State of Illinois, County of Cook. It is the responsibility of the owner to check with the Building Department if any permits are needed to complete any necessary repairs.

All inspections are good for a period of thirty (30) days.

Single-Family _____ Multi-Family _____ Condo _____ Number of Units _____ Commercial _____
Property Address _____ Date _____
Tenant's Name _____ Phone _____

Please make check payable to the Village of Glenwood and return this application with your annual rental inspection fee.

Circle one

Owner/Property Manager (Printed Name) _____ Date _____ Section 8 _____
Owner's Address _____ City _____ State _____ Zip _____
Owner's Phone (H) _____ (W) _____ (C) _____
Owner's Email _____

I am the owner or authorized agent /property manager of the above property and can legally authorize this inspection. I have received permission from the tenants/leases to enter their units(s) for this inspection.

Signature of applicant _____ Inspection Fee: **\$50.00 one/two family units**
\$50.00 condo unit
Multifamily or condo entire building **\$35.00 per unit**
\$35.00 common area

OFFICE USE ONLY

Landlord License /Crime Free Application Date _____

Original Inspection Scheduled Date _____

RE-INSPECTIONS (If Necessary)

Inspector _____ Date _____

Inspector _____ Date _____