



Building Department 847-426-2822x2

120 Barrington Avenue, East Dundee, IL 60118

APPLICATION FOR LICENSE TO OPERATE A RESIDENTIAL RENTAL DWELLING Application Year 2024

Please complete all sections of the application & email to gness@eastdundee.net. A license will not be issued if all information is not furnished. License fee must accompany this application.

Address of Property _____

Property Tax Index Number (PIN) _____

OWNERSHIP INFORMATION

Owner Name _____

Address _____

City, State, Zip _____

Home Number (____) _____ Business Number (____) _____

Email Address _____ Cell Number (____) _____

EMERGENCY CONTACT INFORMATION

Emergency Contact Name _____

24 Hour Emergency Phone Number _____

TENANT INFORMATION

Phone Number (____) _____ Number of Occupants _____

Tenant Name(s) _____

I understand the issuance of a license is conditioned upon compliance with all applicable Village Codes and that said license may be revoked for cause. All information provided in this application is true and correct to the best of my knowledge:

Signature of owner or manager Date

Single-family: \$100 X (# of units _____) = _____

Multifamily building: \$75 per dwelling unit X (# of units _____) = _____

TOTAL FEE AMOUNT \$ _____

*Please note there is a \$75.00 Failed re-inspection fee and a \$30.00 cancellation fee

OFFICE USE ONLY

Rental Dwelling License Number # _____