

Non-Owner Occupied Rental Program Registration  
Application

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

# VILLAGE OF TILTON

**(FOR OFFICE USE ONLY)**

ACCOUNT NUMBER: _____	DATE PAID: ____/____/____ [ ] RENEWAL [ ] NEW
REGISTRATION FEE PAID: \$ _____	CHECK/MONEY ORDER NUMBER: _____
PAYOR: _____ (If different than customer/applicant, address, city, state, zip, phone number)	INSTRUMENT TYPE: [ ] CHECK [ ] MONEY ORDER [ ] CASH
ADDRESS: _____	
CITY: _____ STATE: _____ ZIP: _____ - _____ PHONE: (____) _____ - _____	

**Instructions:**

- This application must be completed by the person who owns, operates or controls the property, and returned with the applicable, nonrefundable fee of \$10 per unit but no more than \$500.00 per unit.
- Please complete a Non-Owner Occupied Rental Program Property Information Form for all properties being registered. Use additional copies if needed and attach to this Registration Application.
- A certificate of registration will not be issued until all current fees and fines resulting from the operation of the non-owner occupied rental program property (or properties) are paid or settled and a complete exterior inspection is completed by the Village's building inspector.
- The information marked with an asterisk (\*) is required and those applications without that information will not be accepted. Use N/A if not applicable.

**\*Property or Properties owned by:**

Individual     
  Corporation     
  Partnership     
  Other, please specify: \_\_\_\_\_

**\*Property Owner(s) Information:**

*Owner Name:		
*Address:		
*Phone No:	Fax No:	Email:

**\*If Property is owned by a corporation, please provide the following information:**

*Name of Registered Agent:		
*Address:		
*Phone No:	Fax No:	Email:
*Name of President:		
*Address:		
*Phone No:	Fax No:	Email:

**\*Property Manager (if any):**

*Name:		
*Address:		
*Phone No:	Fax No:	Email:

	Property Address	Occupied/ Vacant	Tenant Name/ Phone Number	Inspector Use Only		
	MUST BE FILLED OUT BY OWNER OF PROPERTY		Tenant information is voluntary but helpful	Inspect. Date	Approved	Inspect. Initials
*						

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I am the person who owns, controls, or operates the non-owner occupied rental program property that is the subject of this application. I have read the completed application and know the same is true and correct and hereby agree that, if a certificate of registration is issued, I will comply with all applicable provisions of Ordinance number 2011-03-17-I Chapter 5.64 of the Village of Tilton Ordinance Code, as amended, and all applicable state laws. I also agree to allow the Village of Tilton to place a Registration sticker 4"x4" on my property. This sticker is both beneficial to the property owner and Tilton Emergency Services to identify the property as a registered property and not owner occupied.

\_\_\_\_\_  
Signature of Owner/Operator/Person in Control  
(Required)

\_\_\_\_\_  
Driver's License or Identification Number / Issuing State  
(Required)

**All payments, applications and fees must be mailed or submitted to: The Village of Tilton 1001 Tilton Road Tilton, IL 61833 on or by December 31st of each year.** ( Violation for failure to register will result in a \$200.00 fee per unregistered unit)

<b>Office Use Only</b>		
CERTIFICATE #: _____	CUSTOMER: _____	<input type="checkbox"/> RENEWAL <input type="checkbox"/> NEW

Inspector Notes:

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Building Inspector: \_\_\_\_\_

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

Ordinance Officer: \_\_\_\_\_

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