



CITY OF WOOD DALE

Department of Community Development 2020 Residential Rental Property Registration Application

OFFICE USE ONLY
Registration # _____
Date Paid _____
Amount Paid _____

To register your rental property please complete the following:

1. Complete and submit this Residential Rental Property Registration Application.
2. Complete and submit a Rental Unit Schedule and Fee Calculation for each building.
3. Submit the required registration fee (see the Rental Unit Schedule & Fee Calculation).
4. Pass an annual housing inspection conducted by the City of Wood Dale. Contact us at 630-766-5133 to schedule the inspection.

Rental Property Address: _____ Number of Units: _____

Property Identification Number (PIN): _____

OWNERSHIP INFORMATION – Attach a separate sheet if more than one owner

Owner Name: _____

Mailing Address _____

City, State, Zip: _____

Home Phone: (_____) _____ Business Phone: (_____) _____

Email Address: _____

EMERGENCY CONTACT INFORMATION

Emergency Contact Name: _____

24 Hour Emergency Phone: (_____) _____

PROPERTY MANAGER INFORMATION – NOT YOUR ASSOCIATION

Property Management Company: _____

Property Management Contact Person: _____

Mailing Address _____

City, State, Zip: _____

Office Phone: (_____) _____ Mobile Phone: (_____) _____

Email Address: _____

Is this company authorized to act on behalf of the owner for rental registration and inspection coordination?
Yes ____ No ____

All of the information provided in the application and attachment is true and correct to the best of my knowledge:

Property Owner /Agent

Date

Note that late registrations (submitted after December 31st) are subject to a \$100 late fee.