# Tinley Park
ILLINOIS

## Life Amplified

Application # _____

## SHORT-TERM/VACATION RENTAL APPLICATION

A property owner who seeks a Short-Term/Vacation License shall submit a written application that contains all of the information requested below (Village Ordinance 2019-O-035 & 2019-O-036). All short-term/vacation rentals are for a duration of less than 30 consecutive days.

### PLEASE COMPLETE ALL SECTIONS. IF APPROPRIATE, MARK "NOT APPLICABLE" OR "N/A."

**Dwelling Unit Address:** _____

**PIN:** _____ **Total Number of rooms to be rented:** _____

1. **Unit Owners**:

Names: _____

Address including City, State, Zip Code: _____

Phone Number(s): _____ Email Address(es): _____

_____ _____

2. **Name of company that provides an insurance policy for the dwelling unit:**

_____

Address, including City, State, Zip Code: _____

Phone Number(s): _____ Email Address: _____

_____

**Inspection:**

A pre-approval licensing inspection for life and safety matters of the dwelling is required. All issues found during the inspection must be corrected before the issuance of a license.

**Approval:**

Each application must be reviewed by the Community Development Department before approval is granted.

**Applicant Acknowledgement:**

I hereby acknowledge that I have read, understand and agree to the terms of the Village of Tinley Park's Short-Term/Vacation Rental Ordinances (2019-O-035 & 2019-O-036) and that failure to comply with the requirements and standards within these ordinances may result in penalties and/or revocation of short-term/vacation rental license.

Applicant Signature: _____ Date: _____

*Please submit completed application and required documents to: Community Development Department, 16250 S. Oak Park Avenue, Tinley Park, Illinois 60477.*

**Evidence of Primary Residence:**
☐ Utility Bill
☐ Voter Registration
☐ Motor Vehicle Registration
☐ Deed
☐ Driver's License/State ID.

**Property is separated 500 feet on all property lot lines from another short-term rental property line:**
☐ Yes
☐ No      Proximity to nearest STR _____

**Property is due for inspection by Fire Department/Building Officials:**
☐ Yes
☐ No      Date of Last Inspection: _____

**Property has received penalties or revocation of license in the past due to violating ordinance 2019-O-035 and 2019-O-036**
☐ $200.00 Violation          Date Received: _____
☐ $500.00 Violation          Date Received: _____
☐ $750.00 Violation          Date Received: _____
☐ Revocation                    Date Received: _____
☐ N/A


Reviewed By: _____     Date: _____