



# Rental Property Registration Application

In accordance with Ch.10, Section 10-410 of the Village of Rantoul Code

## Rental Inspection Division

333 S. Tanner St.  
Rantoul, IL 61866  
217.892.6804  
www.myrantoul.com

**REGISTRATION YEAR MAY 1, 2023 - APRIL 30, 2024**

**\*\* All Renewals are Due by May 1<sup>st</sup> 2023 \*\***

**Rental Address:** \_\_\_\_\_ **Landlord ID#:** \_\_\_\_\_

\*If you are registering multiple addresses, please attach a property list.

\*The Landlord ID# is assigned by this office.

**Special Note:** If the residence is being sold or transferred under a **Contract for Sale or a Contract for Deed** and **IS NOT A RENTAL**, Do Not Complete this Application. Complete a **“Seller’s Contract for Sale Information Form.”**

**Registration Fee:** Payable to the “Village of Rantoul”. Pay- on-line. [www.myrantoul.com](http://www.myrantoul.com) Select Online Bill Pay-Building Safety Online Payment. \$40 per single family, \$40 per condominium unit, townhouse unit or duplex unit, \$40 for each mobile home. \$40 for each dwelling unit within a multi-family building.

### Description of Premises: \$40 Per Unit

Total Single Family/ Mobile Homes: \_\_\_\_\_ Total Condo/Townhouse/ Duplexes: \_\_\_\_\_

Total Multi-Family Units: \_\_\_\_\_

**TOTAL NUMBER OF UNITS:** \_\_\_\_\_ @ **\$40 PER UNIT = \$** \_\_\_\_\_

**Legal Owner/s:** (Deed Holder, Individual Corporation or Limited Liability Co.)

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Corporation or LLC, please list FEIN#:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Authorized Management:** If same as legal owner-note \* same as above\*

**Company Name:** \_\_\_\_\_

**Representative’s Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**All Sections Must Be Completed: Application will be deemed incomplete and an \$100 per unit late filing fee will apply.**





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### I/ We, the undersigned, hereby certify that:

1. The data submitted in this application is an accurate representation as of the date of the application and the registration statement shall serve as prima casia proof of the statements in any administrative enforcement of court proceeding instituted by the Village against the owner or owners of the dwelling.
2. I/We understand that it is illegal to operate a rental unit, within the Village of Rantoul, without **Certificate of Registration Statement** and without completion of a **Mandatory Crime Free Housing Seminar**. I/We also understand that failure to comply or provide accurate information will result in legal action and fines.

For more information about the Crime Free Housing Seminar please visit the website at

<https://www.village.rantoul.il.us/656/Crime-Free-Housing>

3. I/We understand by designating an authorized agent, I/We are consenting to service of any and all notice of code violations concerning the registered building and all process by service of the notice or process on the authorized agent.
4. I/We understand that I/We must inform the Rental Inspection Department if this property is sold or transferred in the Registration Year (5/01/23 – 04/30/24).

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

\*\* This application and the appropriate registration fee due by May 1, 2023\*\*

**Application and payment can be submitted online at**

<https://www.village.rantoul.il.us/386/Residential-Registration-Rental-Inspecti>

**How Do I > Register My Property**

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