



VILLAGE OF SKOKIE
Community Development Department
Property Standards Division
 5127 Oakton Skokie, IL 60077
 (847) 933-8224 • Fax (847) 933-8230
WWW.SKOKIE.ORG

RENTAL UNIT ON-SALE INSPECTION APPLICATION

Please Print or Type

Pursuant to Village Code Article XIV every rental unit is required to be inspected by the Village Property Standards Division prior to sale of the property. This application must be completed and signed by the current Property Owner. Please submit the completed application with the required payment to the Village of Skokie at the location listed above. If a building has multiple entrances and individual addresses, separate applications are required for each address. The request for an inspection must be submitted at least 28 days prior to the sale closing date. Inspection reports are valid only for a 180 day period. For more information contact the Property Standards Division at 847/933-8224 or visit the Village's website www.skokie.org.

Rental Property Address _____

OWNERSHIP INFORMATION

Owner Name _____

Address _____ City, State, Zip _____

Phone _____ Cell Phone _____ Email _____

PURCHASER INFORMATION

Owner Name _____

Address _____ City, State, Zip _____

Phone _____ Cell Phone _____ Email _____

RENTAL PROPERTY DESCRIPTION Please check one

____ Rental Apartment Building ____ Single Family/Townhouse/Duplex ____ Rental Condo or Co-op Unit (4 unit building or less)

INSPECTION FEE \$50 for first unit plus \$25 for each additional unit = Total Fee Due\$ _____

INSPECTION DATE REQUESTED Month/Day/Year _____, _____, _____ Time _____

All of the information provided in this application is true and correct to the best of my knowledge. If there are any changes in the information provided on this application, it is my responsibility to notify the Village of Skokie Property Standards Division prior to the sale of the property.

Property Owner Signature _____ Date _____

Official Use:	Fee Amount _____	Fee Paid _____	Inspection Dates _____
Approved	Not Approved	Bond Posted For Corrections \$ _____	