

Village of Gilberts, Illinois

73 Industrial Drive
847-428-4167
847-551-3382 fax

Building Department

www.villageofgilberts.com

Hours of Operation
Monday – Friday
8:30 a.m. – 4:30 p.m.

VACANT BUILDING REGISTRATION
Part I

PROPERTY INFORMATION

Address: _____

Parcel ID: _____

Zoning: SFD Townhome Duplex Multi-Family (# of Units ___)
 Commercial Industrial

PROPERTY CONTACT

Contact Person: _____
Company: _____
(If applicable)
Address: _____

E-mail: _____
Phone: (____) _____ - _____ Fax: (____) _____ - _____

PROPERTY OWNER (If different from Contact)

Contact Person: _____
Company: _____
(If applicable)
Address: _____

E-mail: _____
Phone: (____) _____ - _____ Fax: (____) _____ - _____

PENDING LITIGATION (including bankruptcy, if any)

Case Name: _____
Case Number: _____
All other persons
with legal interest: _____
Names, Address _____
Phone numbers _____

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VACANT BUILDING REGISTRATION
Part II

MORTGAGE HOLDERS

Primary:
Contact Person: _____
Phone: (____) _____ - _____ Fax: (____) _____ - _____

Secondary:
Contact Person: _____
Phone: (____) _____ - _____ Fax: (____) _____ - _____

INSURANCE INFORMATION

Company: _____
Address: _____
Policy Number: _____
Phone: (____) _____ - _____ Fax: (____) _____ - _____

NOTICE OF INSPECTION

The owner of the property herein registered shall indicate his or her "acceptance of notice posting" consenting to service of notices sent or required to be sent, pursuant to the governing Section 5.26 of the Village Code, by posting on the building if the owner fails to renew the registration if required, or maintain as current with the Village of Gilberts the information required regarding the person designated to accept notice and service of process.

Owner's Signature

Owner's Printed Name

Date

A \$200.00 Administration Fee is due with each submittal of this registration form.

For Office Use Only

File: _____ Date Received: _____ Received By: _____

Insurance Information Provided & Attached Yes No