



Building & Property Standards Department

# Registration of Unoccupied Building

The Village of Oak Park  
123 Madison Street  
Oak Park, IL 60302-4272

## Property Information

Address of Subject Property: \_\_\_\_\_ Date: \_\_\_\_\_

Property Identification Number: \_\_\_\_\_ Number of Residential Units: \_\_\_\_\_

Property Type:  1- or 2-Family  Multiple-Family  Commercial  Mixed-Use Number of Commercial Units: \_\_\_\_\_

Pending Litigation: List all cases concerning or affecting the building, including bankruptcy. If none, enter "None". Attach additional sheet if necessary.

Case Name: \_\_\_\_\_ Case Name: \_\_\_\_\_

Case Number: \_\_\_\_\_ Case Number: \_\_\_\_\_

## Contact Information\*

\* The Owner shall identify an authorized agent, who is a natural person twenty-one (21) years of age or older and who maintains a permanent address in Cook County, Illinois to accept service on behalf of the Owner with respect to any notices that the Director of Building & Property Standards sends pursuant to Section 7-10-6 of the Village's Municipal Code or service of processes in any proceeding commenced to enforce any provision of that Section. A street address is required. A post office box is not an acceptable address.

Owner's Name (Printed): \_\_\_\_\_ Authorized Agent's Name (Printed): \_\_\_\_\_

Owner's Address: \_\_\_\_\_ Agent's Address: \_\_\_\_\_

Owner's Telephone No: \_\_\_\_\_ Agent's Telephone No.: \_\_\_\_\_

## List of Interested Parties\*\*

\*\*List all persons with any legal interest in the building or the premises. If none, enter "None". Attach additional sheet if necessary to list all parties.

Party 1 Name (Printed): \_\_\_\_\_ Party 2 Name (Printed): \_\_\_\_\_

Party 1 Address: \_\_\_\_\_ Party 2 Address: \_\_\_\_\_

Party 1 Telephone No: \_\_\_\_\_ Party 2 Telephone No.: \_\_\_\_\_

## Certification

I hereby depose and say that \_\_\_\_\_ is the legal owner of the above-referenced property, that all the above items of information provided are true and accurate, and that I have read, understand and agree to abide by the following conditions.

1. An amended Registration form shall be filed within fifteen (15) days of any change in the information provided herein, regardless of type of information.
2. Registration of an unoccupied building does not exonerate the owner from compliance with all applicable Codes and Ordinances, nor does it preclude any of the action the Village is authorized to take pursuant to Section 7-10-6 or elsewhere in the Village Code.

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Agent's Signature \_\_\_\_\_ Date \_\_\_\_\_

Sworn to me this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Sworn to me this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Notary Public

Notary Public

Notary Seal:

Notary Seal:

Office use only:  
Building Registration No.: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Received By: \_\_\_\_\_ Date: \_\_\_\_\_