



Village of Skokie
Neighborhood Services Division
5127 Oakton Street
Skokie, IL 60077

(847) 933-8224 • Fax (847) 933-8230
WWW.SKOKIE.ORG

Official Use:	
Fee Amount	_____
Fee Paid	_____
Inspection Date	_____
Approved _____ Denied _____	
Corrections bond posted \$_____	

RENTAL UNIT PRE-SALE INSPECTION APPLICATION

Please Print or Type

Every rental unit and building is required to be inspected by the Village Neighborhood Services Division prior to the issuance of transfer stamps for the 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. **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 Building & Inspection Services Division at 847/933-8224 or visit the Village's website www.skokie.org.

Rental Property Address: _____

OWNERSHIP INFORMATION (all information must be provided)

Property Owner Name: _____

Address: _____ Phone: _____ Cell Landline

City, State, Zip: _____ email: _____

PURCHASER INFORMATION (all information must be provided)

Property Owner Name: _____

Address: _____ Phone: _____ Cell Landline

City, State, Zip: _____ email: _____

RENTAL PROPERTY DESCRIPTION (Please check one)

rental apartment building single-family/townhouse/duplex rental condo/co-op unit (4-unit building or less)

INSPECTION FEE \$50 for each unit = Total Due \$ _____

PROPOSED CLOSING DATE _____

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 Neighborhood Services Division prior to the sale of the property.

Property Owner Signature _____ Date _____