City of Galesburg

City Clerk's Office

Operating under Council - Manager form of Government since 1957

2011 Rental Housing Form

Landlord Name _____ Amount Due $ _____

Due by May 31, 2011

Late Charge assessed beginning July 1, 2011

Address _____ Rental Address _____

Daytime Phone _____ Unit(s) _____

Night Phone _____ Year Built _____

Agent Name _____ HUD Unit _____

Address _____

Phone _____ PIN # _____

(Needed if landlord resides outside of Knox County)

City Ordinance requires all landlords residing outside of Knox County to designate an agent who lives or works in Knox County to act on their behalf.

Please provide Unit Numbers Exactly as they appear on the Rental Unit. Names of Current Tenants are REQUIRED. Registration fee is $15.00 Per Unit. If more room is needed, please use the back of this form.

Unit #	Tenant Name

All rental properties must be registered by May 31, 2011. A $5.00 per unit late fee will be assessed after July 1, 2011.

Make checks payable to: City of Galesburg. Mail completed form(s) to: City Clerk's Office P.O. Box 1387 Galesburg, IL 61402-1387.

Your check payment may be processed as an elctronic fund transfer. Your original check will not be return by your financial institution. Funds may be debited from your bank account on the same day the payment is received.