



CITY OF DANVILLE

17 W. Main Street, Danville, IL 61832
Legal Department- Code Enforcement Division
Office (217) 431-2296 Fax (217) 431-2323

Office Use Only

RR #: _____

Initials: _____

REQUEST TO UPDATE RENTAL REGISTRATION

Rental Property Address: _____

Check All That Apply:

Deregister Rental _____ Change/Remove Local Rep _____ Change/Remove Contract Buyer _____

Status if no longer a Rental Property: **Sold** (*Date Sold*) _____ **Owner Occupied** (Primary Residence) _____ **Vacant** (Not for Rent) _____

Legal Rental Property Owner:

P.O. Box is not a valid address.

Current Legal Property Owner: _____

Updated Legal Property Owner Below:

Name: _____ Phone #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address (Required): _____

Local Representative: ***Local Representative Signature Required on bottom of this form***

P.O. Box is not a valid address.

Current Local Representative: _____

Updated Local Representative Below:

Name: _____ Phone #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address (Required): _____

Contract Buyer:

P.O. Box is not a valid address.

Current Contract Buyer: _____

Updated Contact Buyer Below:

Name: _____ Phone #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address (Required): _____

I, the undersigned, hereby certify that:

- 1. *The data submitted in this rental property deregistration form is an accurate representation of the facts on the date of the application.*

(Owner/Contract Buyer) Signature: _____ Date: _____

Print Name: _____ Phone #: _____

(Local Representative) Signature: _____ Date: _____

Print Name: _____ Phone #: _____

****Fee is \$15.00 PER UNIT, please make checks payable to City of Danville****

WOULD YOU LIKE TO RECEIVE ALL FUTURE CORRESPONDANCE WITH THE CITY OF DANVILLE CODE ENFORCEMENT DIGITALLY VIA EMAIL PROVIDED ABOVE? YES NO