

CITY OF LINCOLNSHIRE
RENTAL PROPERTY LICENSE APPLICATION

This application for business license for rental property for the City of Lincolnshire must be renewed by January 1st of every year or when the tenant of the property changes. It must be updated with each rental prior to occupancy. A \$150.00 fee must be paid to the City of Lincolnshire annually. If there is any change in the information supplied in a rental application, the owner must re-register within 60 days after any change occurs in registration information but does not have to pay another \$150.00 fee for that year.

APPLICATION FOR RENTAL LICENSE MUST BE COMPLETELY FILLED IN

OWNER/ AGENT:

CONTACT ADDRESS: _____

CITY: _____, STATE: _____ ZIPCODE: _____

TELEPHONE : (____) _____

CELL PHONE: (____) _____

EMAIL ADDRESS: _____

PROPERTY ADDRESS:

OCCUPANT(S) NAME(S):

TELEPHONE OF OCCUPANT: (____) _____

NUMBER OF ADULTS: _____ AND NUMBER OF CHILDREN
_____ LIVING AT THIS PROPERTY ADDRESS.

HAS OCCUPANT BEEN SUPPLIED A COPY OF THE CITY OF LINCOLNSHIRE
ORDINANCES? _____ YES _____ NO

IF ANY TAXES OR PAST RENTAL LICENSE FEES ARE DUE, OR THE APPLICANT
IS NOT IN COMPLIANCE WITH THE BUSINESS LICENSE ORDINANCE, A VALID
CERTIFICATE WILL BE DENIED.

MAIL COMPLETED APPLICATION WITH A CHECK TO:

CITY OF LINCOLNSHIRE,
PO BOX 20232
LINCOLNSHIRE, KY 40250-0232

APPROVE / DENY _____