



November 1, 2025

Re: Annual Rental Dwelling License
Dear Property Owner,

This is a reminder that in accordance with the rental dwelling ordinance, you are required to register with the Village of Schiller Park and to apply for and/or renew your Rental Dwelling License on an annual basis. This license application is now accessible [online](#) in the form center.

As the owner of said property, you must submit your application and required fees for the Rental License no later than January 1, 2026. You may file the completed application forms in person or download a PDF online and return the application forms and fees by mail to Village of Schiller Park, **4501 25th Avenue, Schiller Park, IL 60176**. If you choose to return your application in person, you may do so Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m. or Saturday between 9:00 a.m. and 12:00 noon at Village Hall. The Community Development department located at 4501 25th Avenue accepts in-person payments, but only by credit card or check.

The Rental Licensing fees are listed below:

<u>Number of units owned</u>	<u>License Fee</u>
1	\$125.00
2	\$145.00
3	\$165.00
4	\$185.00
5	\$205.00
6	\$225.00

EACH BUILDING YOU OWN IS BILLED SEPARATELY.

For custom amounts over 6, keep adding an additional \$20 per unit. There is a calculator [available on our website](#) for this purpose.

In the event that a completed license application is not submitted together with the required fees prior to January 1, 2026, the license fee shall be increased by an additional twenty percent (20%) and further, the base license fee shall be increased by an additional twenty percent (20%) on the first day of each subsequent month, until such time as a completed Rental license application is submitted and the required fees are paid. This application is also accessible [online](#) in the form center.

Your timely response to this matter is greatly appreciated. Should you have any questions, please contact the Department of Community Development at (847) 671-8555 or at cd@schillerparkil.us.