



Inspection Notice: The Village of Orland Hills

This is a notification from the Owner or Manager to the Tenant, at least seventy-two (72) hours in advance, that the Village of Orland Hills will inspect this property on the date and time indicated below.

Property Address: _____

Today's date: _____

Date of inspection: _____

Time of inspection: _____

The Village of Orland Hills building official shall, prior to entering an occupied building, give the owner or manager a reasonable opportunity to be present during the inspection. Unless otherwise specified in a court order or warrant, the building official will not inspect or search any personal property of the occupant. The building official will fully consider the privacy and dignity of the occupant and will not enter or open closets, medicine cabinets or the other closed cabinets or lockers unless the inspector has reasonable grounds to believe that to do so would establish evidence of a code violation. If an occupant desires to be present for an inspection and it would result in an unusual hardship for that occupant to be present during regular village business hours, the building official shall attempt to conduct the inspection at a time reasonably convenient to the occupant.

Owner/manager signature: _____

Owner/manager name: _____

Printed

Owner/manager must retain one executed copy for their records and must retain one executed copy for the records of the Village of Orland Hills upon request.

This form, provided by the Owner or Manager to the tenant shall serve as notification of the date and time of the inspection by the Village of Orland Hills. The form shall certify that the owner or manager has notified the tenants of this inspection by either placing the completed form under or on the door or the dwelling unit at least seventy-two (72) hours prior to the inspection. Further, the occupant has a right to refuse to consent to the inspection and to require the Village to obtain an administrative search warrant.