



# Village of Lincolnwood

## Board-Up Permit Application

**JOB ADDRESS:** \_\_\_\_\_ **BOARD-UP DATE:** \_\_\_\_\_

### PROPERTY OWNER INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Home Phone Number: \_\_\_\_\_ Mobile Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### INSTALLER/CONTRACTOR INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Office Phone Number: \_\_\_\_\_ Mobile Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### PROPOSED BOARD-UP WORK

\_\_\_\_\_ Total Number of Window Openings      \_\_\_\_\_ Total Number of Door Openings  
\_\_\_\_\_ Other Board Up. Please explain: \_\_\_\_\_  
\_\_\_\_\_

Is this a total board up of the subject building?     Yes       No

**Type of Property:**     Single-Family Residential     Condo/Townhouse     Commercial     Other

**Reason for Board Up.** *(Please explain the reason causing the need for board up):* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*The Village of Lincolnwood restricts issuance of a board-up permit to not more than 120 days.  
Identify the number of days for which this permit is being sought: \_\_\_\_\_*

**Board-Up Requirements:** 1) A minimum of 1/2-inch thick weather resistant plywood must be used; and 2) Board-up material must be of a neutral color that will blend with the existing building color.

*I am the property owner or authorized agent and hereby make application for a board-up permit. I understand the above installation requirements and permit time limitations, and I hereby attest that installation will comply with these requirements.*

\_\_\_\_\_  
**Print Name (Owner/Agent)**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Approved By:** \_\_\_\_\_ **Issue Date:** \_\_\_\_\_ **Permit No:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_