

**Riverside - INTERESTED PARTIES REGISTRATION FORM**

Registration for Individuals: If you would like to register on the Interested Parties Registry for one or more Redevelopment Project Areas (TIFs) in the village of Riverside, please complete Part A of this form, sign and date the form and submit to the Village Clerk at the address indicated below.

Registration for Organization: If you would like to register on the Interested Parties Registry for one or more Development Project Areas (TIFs) in the Village of Riverside, please complete Part B of this form, sign and date the form and submit to the Village Clerk at the address indicated below.

**PART A: REGISTRATION FOR INDIVIDUALS (Please Print)**

Name \_\_\_\_\_

Street Address \_\_\_\_\_

Zip Code \_\_\_\_\_

Home Telephone \_\_\_\_\_

Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Please check the TIF(s) you are interested in below:

- TIF No. 1
- TIF No. 2
- \_\_\_\_\_

**PART B: REGISTRATION FOR ORGANIZATIONS (Please Print)**

Organization Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Street Address \_\_\_\_\_

Village \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Email address \_\_\_\_\_

Please check the TIF(s) you are interested in below:

- TIF No. 1
- TIF No. 2
- \_\_\_\_\_

Please return this form to: **TIF interested Parties Registry  
Village Clerk's office  
Village of Riverside  
27 Riverside Road  
Riverside, IL 60546**

Signature/Title \_\_\_\_\_ Date \_\_\_\_\_

**VILLAGE OF RIVERSIDE  
INTEREST PARTIES REGISTRY REGISTRATION RULES**

- A. Definitions. As used in these Registration Rules, the following terms shall have the definitions set forth below.

“Act” shall mean the *Tax Increment Allocation Redevelopment Act*, 65 ILCS 5/11-74.4-1 *et seq.*, as amended from time to time.

“Clerk” shall mean the Clerk of the Village.

“Interested Party(ies)” shall mean any individual or organization or entity registered in a specific Registry who has registered in such Registry and whose registration has not been terminated in accordance with these Registration Rules.

“Redevelopment Project Area” shall mean a Redevelopment Project Area that (a) is intended to qualify (or has subsequently qualified) as a “Redevelopment Project Area” under the Act and (b) is subject to the “Interested Parties” Registry requirements of the Act.

“Registration Form” shall mean the form appended to these Registration Rules or such revised form as may be approved by the Village consistent with the requirements of the Act.

“Registry” or “Registries” shall mean each Interested Parties Registry, and all such Registries, collectively, established by the Village pursuant to Section 11-74.4-4.2 of the Act for any and all Redevelopment Project Areas in the Village.

“Village” shall mean Village of Riverside, Cook County, Illinois.

- B. Establishment of Registry. The Village shall establish a separate Interested Parties Registry for each Redevelopment Project Area. The Village shall establish a new Registry whenever it has identified an area for study and possible designation as a Redevelopment Project Area. In any event, the process of establishing the new Registry must be completed prior to the deadline for sending any of the notices required by Section (J) of these Rules or any other notices required by the Act with respect to the proposed Redevelopment Project Area.
- C. Maintenance of Registry. The Registries shall be maintained by the Clerk or his or her designee. In the event the Village determines that an individual other than the Clerk should maintain the Registries, the Village may transfer the responsibility for maintaining the Registries to such other Department provided that the Village (i) gives prior written notice to all Interested Parties not less than thirty (30) days prior to such transfer and (ii) publishes notice of such transfer in a newspaper of general circulation in the Village.
- D. Registration by Residents. An individual seeking to register as an Interested Person with respect to a Redevelopment Project Area must complete and submit a Registration Form to the Clerk. Such individual must also submit a copy of a current driver’s license, lease, utility bill, financial statement or such other evidence as may be acceptable to the Clerk to establish the individual’s current Riverside residency.
- E. Registration by Organizations. An organization active within the Village seeking to register as an Interested Person with respect to a Redevelopment Project Area must

complete and submit a Registration Form to the Clerk. Such organization must also submit a copy of a one-page statement describing the organization's current activities in the Village.

- F. Determination of Eligibility. All individuals and organizations whose Registration Form and supporting documentation complies with these Registration Rules shall be registered in the applicable Registry within 10 business days after the Clerk's receipt of all such documents. The Clerk shall provide written notice to the registrant confirming such registration. Upon registration, Interested Parties shall be entitled to receive all notices and documents required to be delivered under these Rules or as otherwise required under the Act with respect to the applicable Redevelopment Project Area. If the Clerk determines that a registrant's Registration Form and/or supporting documentation is incomplete or does not comply with these Registration Rules, the Clerk shall give written notice to the registrant specifying the defect(s) and the registrant shall be entitled to correct any defects and resubmit a new Registration Form and supporting documentation.
- G. Renewal and Termination. An Interested Person's registration shall remain effective for a period of three years. At any time after such three-year period the Clerk may provide written notice by regular mail to the Interested Person stating that such registration shall terminate unless the Interested Person renews such registration with 30 days after the Clerk's mailing of written notice. To renew such registration, the Interested Person shall, within such 30-day period, complete and submit the same Registration Form then required of initial registrants operations in the Village. The registration of all individuals and organizations whose Registration Form is submitted in a timely manner and complies with these Regulation Rules shall be renewed for an additional, consecutive three year period. If the Clerk determines that a registrant's renewal Registration Form is incomplete or does not comply with these Registration Rules, the clerk shall give written notice to the registrant at the address specified in the renewal Registration Form submitted by such registrant, specifying the defect(s). The registrant shall be entitled to correct any defects and resubmit a new Registration Form within 30 days after receipt of the Clerk's notice. If all defects are not corrected within 30 days after the Interested Person's receipt of the Clerk's notice, the Interested Person's registration shall be terminated. Any Interested Person whose registration is terminated shall be entitled to register again as if a first-time registrant.
- H. Amendment to Registration. An Interested Party may amend its registration by giving written notice to the Clerk by certified mail of any of the following: (i) change in address for notice purposes; (ii) in the case of organizations, a change in the name of the contact person; and (iii) a termination of registration. Upon receipt of such notice, the Clerk shall revise the applicable Registry accordingly.
- I. Registries Available for Public Inspection. Each Registry shall be available for public inspection during normal business hours. The Registry shall include the name, address and telephone number of each Interested Person and for organizations, the name and phone number of a designated contact person.
- J. Notices to be Sent to Interested Parties. Interested Parties shall be sent the following notices and any other notices required under the Act with respect to the applicable Redevelopment Project Area:
- (i) pursuant to sub-section 11-74.4-5(a) of the Act, notice of the availability of a proposed redevelopment plan and eligibility report, including how to obtain this

information; such notice shall be sent by mail within a reasonable period of time after the adoption of the ordinance fixing the public hearing for the proposed redevelopment plan;

- (ii) pursuant to subsection 11-74.4-5(a) of the Act, notice of changes to proposed redevelopment plans that do not (1) add additional parcels of property to the proposed redevelopment project area, (2) substantially affect the general land uses proposed in the redevelopment plan, (3) substantially change the nature of or extend the life of the redevelopment project, or (4) increase the number of inhabited residential units to be displaced from the redevelopment project area, as measured from the time of creation of the redevelopment project area, to a total of more than 10, (5) add additional project costs to the itemized list of redevelopment project costs set out in the redevelopment plan, or (6) increase the total estimated redevelopment project cost set out in the redevelopment plan by more than 5% after adjustment for inflation from the date the plan was adopted; such notice shall be sent by mail not later than 10 days following the Village's adoption by ordinance of such changes.
  
- (iii) pursuant to Section 11-74.4-5(c) of the Act, notice of amendments to previously approved redevelopment plans that (1) add additional parcels of property to the Redevelopment Project Area, (2) substantially affect the general land uses in the redevelopment plan, (3) substantially change the nature of the redevelopment project, (4) increase the total estimated redevelopment project costs set out in the redevelopment plan by more than 5 percent after adjustment for inflation from the date the plan was adopted, (5) add additional redevelopment project costs to the itemized list of redevelopment project costs set out in the redevelopment plan, or (6) increase the number of inhabited residential units to be displaced from the Redevelopment Project Area, as measured from the time of creation of the redevelopment project, to a total of more than 10; such notice will be sent by mail not later than 10 days following the Village's adoption by ordinance of such amendment;