



**OFFICE OF THE ZONING ADMINISTRATOR
CITY OF CHICAGO**

AFFIDAVIT OF WRITTEN NOTICE

Affidavit of Compliance – Chicago Zoning Ordinance §17-13-0107-A-7

I hereby certify that I have complied with the requirements of §17-13-0107-A of the Chicago Zoning Ordinance, Title 17 of the Municipal Code of Chicago, by serving written notice of this Administrative Adjustment Application for the property located at _____
_____. Said written notice was sent via USPS Certified Mail on _____, 20____, to the owners of the abutting properties of the subject property and to the Alderperson of the ward in which the administrative adjustment is proposed.

Attached hereto and incorporated herein is:

- 1) A copy of the Notification of Administrative Adjustment Application letter sent to the property owners of the abutting properties and to the Alderperson of the ward;
- 2) A list containing the names and last-known of addresses of each party provided notice;
- 3) A copy of Cook County tax records for abutting properties and;
- 4) A copy of the postmarked Certified Mail sender's receipt issued by the USPS for each notice sent.

Applicant/Agent Signature

Print Applicant/Agent Name

Date