

**AFFIDAVIT OF WRITTEN NOTICE**

Affidavit of Compliance – Chicago Zoning Ordinance §17-13-0107-A7

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 located on both sides of the subject property and to the Alderman 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 Alderman of the ward;
- 2) a list containing the names and last-known of addresses of each party provided notice; and
- 3) a copy of the postmarked Certified Mail sender’s receipt issued by the USPS for each notice sent.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Print Applicant Name

\_\_\_\_\_  
Date