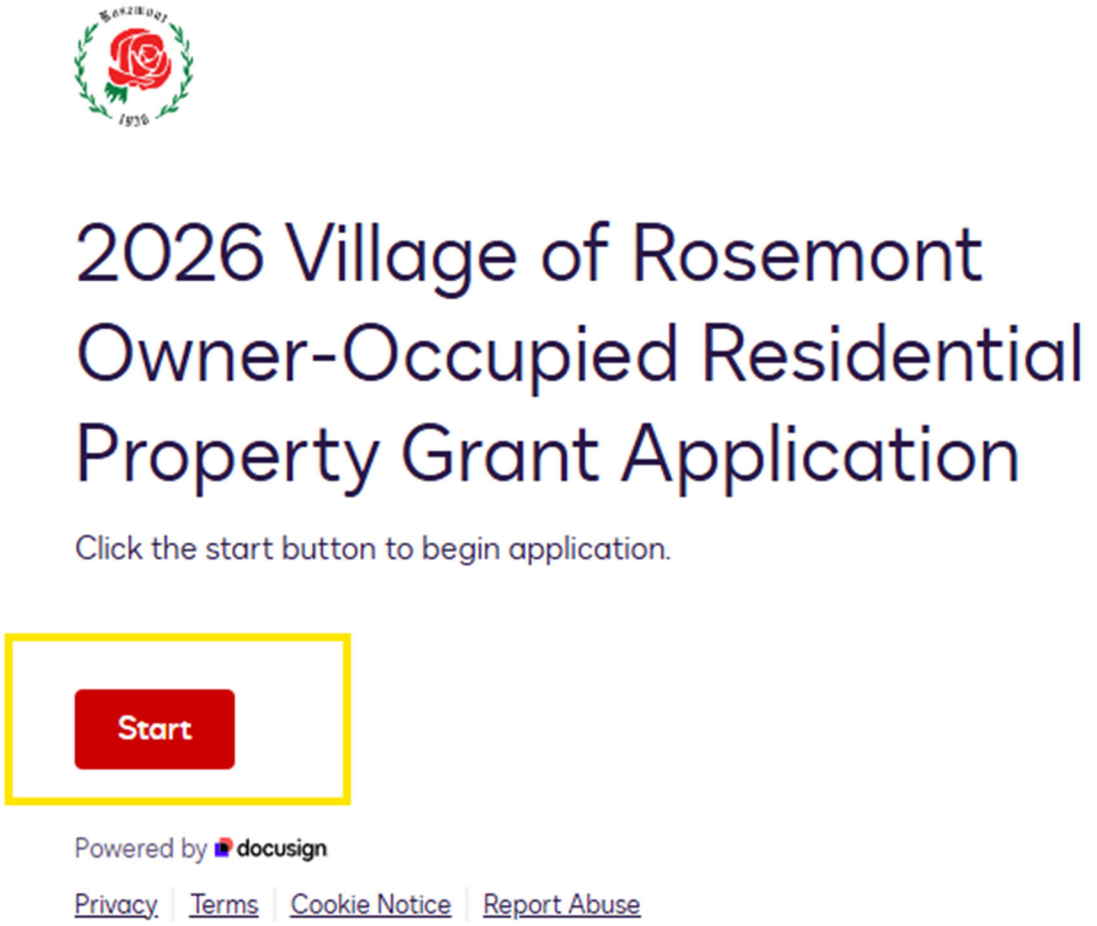
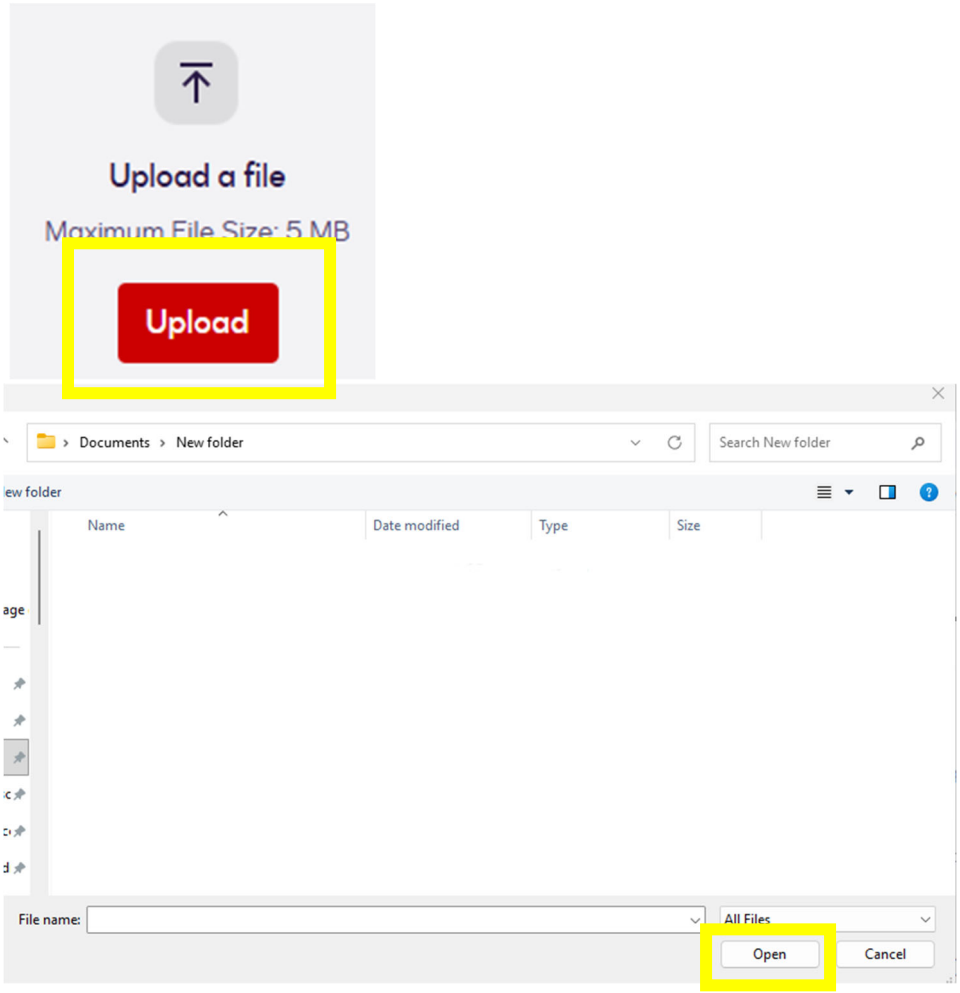
# Instructions for Completing Your 2026 Residential Property Grant Application

1. Click on the standard application link (or the exception link if you sold your home and purchased another home in the Village) on the Village of Rosemont website -> Government -> Village Hall-> Property Grant Application 2026.
2. A new webpage will open. Click the start button to begin the application.

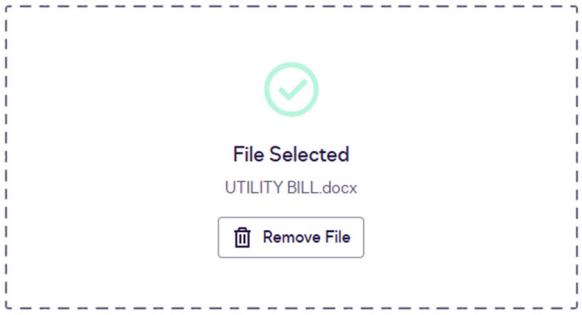



3. Answer the questions and complete the required information. Click the Next button to move through the application.

4. When you reach the attachments section of the application, click on the upload button, find where you have scanned and saved the required documentation on your computer and click Open

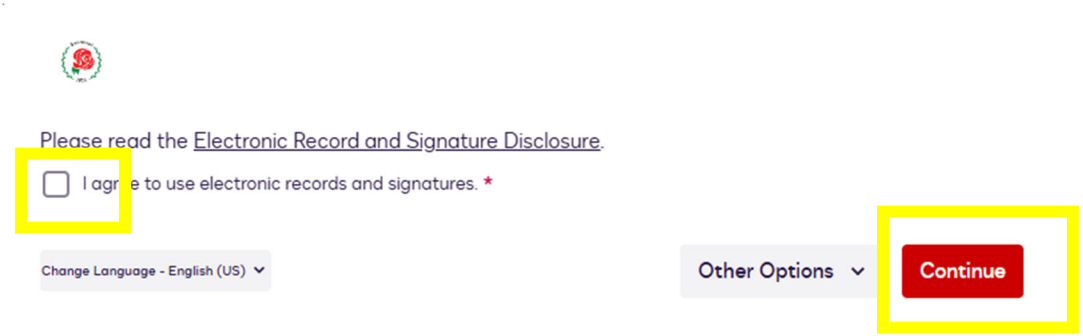



You will see a green checkmark when the document is successfully attached.

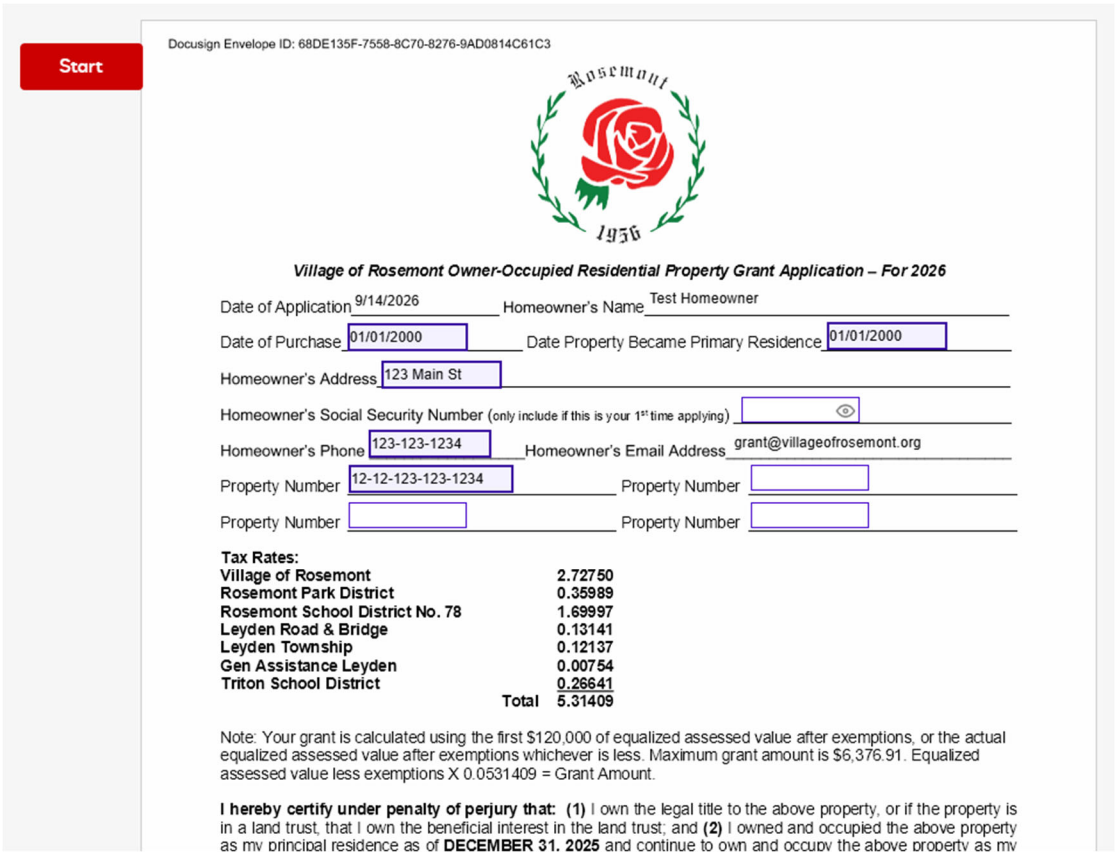



Once all required documents are attached, click Next.

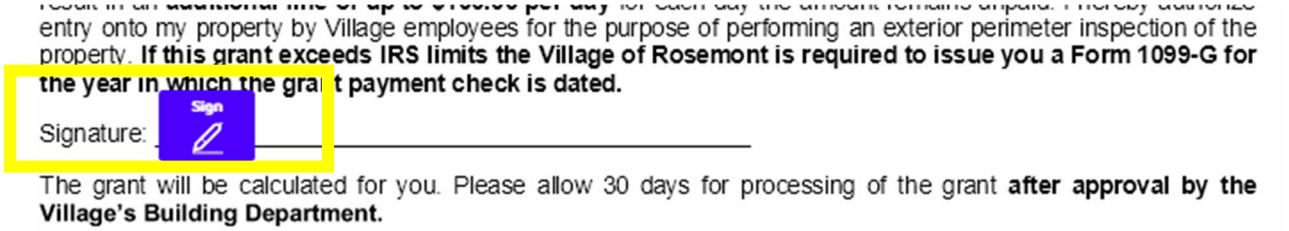
5. A summary page will appear. Please review the information for accuracy. Click the back button to correct any errors. If everything appears correct, click Next.
6. Check the box to agree to use electronic signature, so that you can sign your application via Docusign. Then click continue.




7. Your application will appear. The application will be auto filled with the responses you've previously entered. It will also include the attachments that you've uploaded. Review the information and attachments for accuracy. If anything needs to be corrected, you can update by clicking on the purple text boxes and typing the correct information.



8. Scroll to the bottom of the first page, read the certification section and click on the sign button.

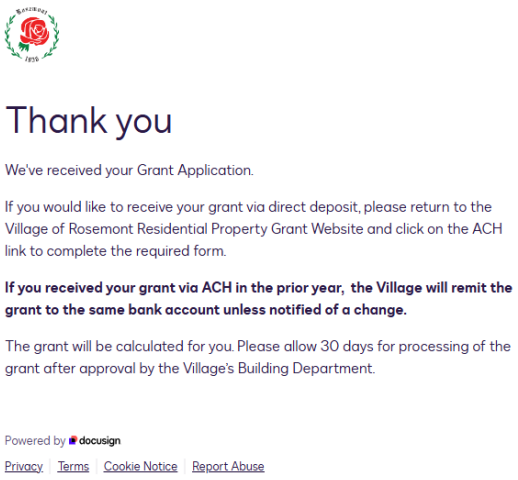



9. Adopt your electronic signature.




10. Click the Finish button.

11. You have successfully submitted the application when you see the message below.



12. You will receive an email from Village of Rosemont Via Docusign with a copy of your application when it has been submitted.

13. If you received your 2025 grant via ACH, your 2026 grant will be sent via ACH to the same bank account unless the Village is notified otherwise.

14. If you would like to receive your grant money via ACH (electronically) for the first time, return to the Village of Rosemont website -> Government -> Village Hall-> Property Grant Application 2026 and click on the ACH link to complete the required form.