

Village of Hoffman Estates

	A TO GREET	REAL ESTAT	E TRANSFER TAX	
		Phone: 847-882-9 email: transfers	100 Fax: 847-781-2658 stamps@hoffmanestates.org	Counter Receipt #
Ch	eck Appropriate Box(es):		Transfer Tax Stamp #
	Declaration	Residential	Multi-Unit (No. of Units)	Transici Tax Glamp #
	Exemption	Commercial	Land Trust	Village Cashier
	STRUCTIONS:	ment of this tay shall he h	orne by the grantor (seller).	Village Gaoriloi
	This form must be filled out completely, signed by the grantor (seller), and presented to the Department of Finance, 1900 Hassell Road, Hoffman Estates, IL 60169 at the time of purchase of the real estate transfer stamps or exempt stamps as required by the Village of Hoffman Estates Real Estate Transfer Tax Ordinance. The stamps must be affixed to the deed or other instrument, and this form attached, when transfer of title or beneficial interest is recorded.			
3.	The full actual amount of consideration of the transaction is the amount upon which the tax is to be computed. Both the full actual consideration of the transaction and the amount of the tax stamps required must be stated on the declaration.			
4.	A copy of the Illinois Real Estate Transfer Tax Declaration form and deed must accompany the payment of the tax pursuant to Ordinance 13-5-5. In the case of an exempt stamp, a copy of the signed & notarized deed or other instrument must be presented.			
5.	All water, sewer, and garbage charges attributable to the property, past due and current, along with all other monies owed the Village, must be paid prior to the issuance of the tax stamp or exempt stamp. The grantor must contact the Village at least five (5) business days prior to closing and request a final water reading. In the event that the request is not timely, the Village may require that the grantor pay an amount equal to 150% of the last two (2) bills, in addition to any outstanding account balance, until a final reading can be taken.			
6.	Transfer stamps and exempt stamps must be purchased at the time of transfer. Penalties and interest will be imposed if payment is not made within sixty (60) days pursuant to Ordinance 13-5-11(a).			
7.	Please include a self addressed stamped envelope for any mail-in requests.			
8.	For additional informati	ion, please visit: www.hoff	manestates.org/government/finance/real-estate-transfer-	tax
Add	dress of Property:		Street	Zip Code
Per	manent Property Index	No.:	GICC.	29 0000
Dat	te of Deed/Instrument:		Type of Deed/Instrument:	
Gra	antee:			
		Buyer	Address	Zip Code
_		Suye.	Addiese	Zip code
1.	Full Actual Consideration	on (Include amount of mor	rtgage and value of liabilities assumed)	\$
2.	AMOUNT OF TAX (\$3.00 per \$1,000 (or fraction thereof) of full actual consideration)		\$	
3.	PENALTY DUE (100%	of Line 2)		\$
4.	INTEREST DUE (2% p	per month on Line 2)		\$
5.	TOTAL DUE			\$
	TOTAL BOL			Ψ
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FOR VILLAGE USE ONLY

Date of Filing with Village