



ACCOUNT NUMBER

REVISION NUMBER

For use by Department of Revenue

**Section 3. Transfers exempt from tax (check appropriate box below)**

- A.  Transfer of real property made prior to January 1, 1974, where the deed was recorded after that date, or assignment of beneficial interest in real property dated prior to July 19, 1985, where the assignment was delivered on or after July 19, 1985.
- B.  Transfer involving real property acquired by or from a governmental body; or acquired by a not-for-profit charitable, religious, or educational organization; or acquired by any international organization not subject to local taxes. (IRS notice granting 501(c)(3) exemption must be attached.)
- C.  Transfer in which the deed, assignment or other instrument of transfer secures debt or other obligations.
- D.  Transfer in which the deed, assignment or other instrument of transfer, without additional consideration, confirms, corrects, modifies, or supplements a deed, assignment, or other instrument of transfer previously recorded or delivered.
- E.  Transfer in which the transfer price is less than \$500. You must explain (attach additional sheet if necessary).
  - Transfer to trust by beneficiary (ies).
  - Gift     Other: \_\_\_\_\_
- F.  Transfer in which the deed is a tax deed.
- G.  Transfer in which the deed, assignment or other instrument of transfer releases property which secures debt or other obligations.
- H.  Transfer in which the deed is a deed of partition. Note: If a party receives a share greater than its undivided interest in the real property, then it must pay tax on any consideration paid for the excess.
- I.  Transfer between a subsidiary corporation and its parent or between subsidiary corporations of common parent pursuant to a plan of merger or consolidation or pursuant to an agreement providing for the sale of substantially all of the seller's assets.
- J.  Transfer from a subsidiary corporation to its parent for no consideration other than the cancellation or surrender of the subsidiary's stock, or transfer from a parent corporation to its subsidiary for no consideration other than the issuance or delivery to the parent of the subsidiary's stock.
- K.  Transfer made pursuant to a confirmed plan of reorganization as provided under section 1146 (c) of Chapter 11 of the U. S. Bankruptcy Code of 1978, as amended.
 

Provide bankruptcy court docket number:

State of Filing/Court District  /
- L.  Transfer of the title to, or beneficial interest in, real property used primarily for commercial or industrial purposes located in a city enterprise zone.
 

Provide enterprise zone number:
- M.  Transfer in which the deed is issued to the mortgagee or secured creditor pursuant to a mortgage foreclosure proceeding or pursuant to a transfer in lieu of foreclosure.
- N.  Transfer in which the purchaser has completed the State of Illinois' Home Ownership Made Easy Program (HOME).

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**Section 4. Additional Transfer Information**

- 1. Enter the earlier of (1) the date of delivery or (2) the date of recording of the instrument of transfer.
- 2. Does any part of the transfer price consist of consideration other than cash? If yes, attach separate sheet with description of consideration. Yes  No
- 3. Is any part of the transfer price contingent upon the occurrence of a future event or the attainment of future levels of financial performance? If yes, attach explanation. Yes  No

**Section 5. Computation of tax stamps purchased (transfer price must be included on line 1, even if transfer is exempt; if exempt, do not compute beyond line 1). NOTE: With the exception of line 2, you must round to the nearest whole number for the following amounts.**

- 1. Transfer price (note: transfer price includes consideration in any form, determined without any deduction for mortgages). (see Sec. 3-33-020(H))..           .
- 2. Divide line 1 by \$500.00 (note: you must round up to the nearest number).
- 3. Total value of tax stamps purchased (multiply line 2 by \$3.75) .....           .
- 4. Interest (see Section 3-4-190) .....           .
- 5. Penalty (see Sections 3-4-200 and 3-33-110).....           .
- 6. Total tax, penalty, and interest due (add lines 3, 4, and 5) .....           .
- 7. Total tax, penalty, and interest paid .....           .

**Section 6. Title Company Information**

Check this box if a title company is not utilized.

Title Company Name

Title Co. Representative

First Name

Last Name

Title Company Code # (applicable only if title company resells Chicago tax stamps)

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**Section 7. Attestation of Parties**

**Seller/Transferor Statement**

Under penalty of perjury, I certify that I have examined this return and it is true, correct, and complete.

Name of Seller if individual

Name of Seller if not individual (include trust name and number if trust)

Mailing Address (after sale)

Daytime Phone Number

City

State

Zip

Signature of Seller or Seller's agent (required)

Date

Name of Individual Signing Seller/Transferor Statement (if not the seller)

Title

Mailing Address

Daytime Phone Number

City

State

Zip

Business or Firm Name

**Buyer/Transferee Statement**

Under penalty of perjury, I certify that I have examined this return and it is true, correct, and complete.

Name of Buyer if individual

Name of Buyer if not individual (include trust name and number if trust)

Mailing Address (after sale)

Daytime Phone Number

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City

State

Zip

Signature of Buyer or Buyer's Agent (required)

Date

Name of Individual Signing Buyer/Transferee Statement (if not the buyer)

Title

Mailing Address

Daytime Phone Number

City

State

Zip

Business or Firm Name

**Section 8. Department Certifications**

1. **Building Registration Certificate.** A certificate of registration issued by the Department of Buildings is required for buildings containing either 4 or more family units or sleeping accommodations for 10 or more persons (except if the building is a condominium or a co-op) (Municipal Code 13-10-070). The certificate may be obtained from the Department of Buildings in room 903 of City Hall. Check the applicable box:

- Registration certificate submitted
- Registration requirement is not applicable

2. **Zoning Compliance Certificate.** A certificate of zoning compliance is required for residential property zoned for, or occupied by, buildings having five or fewer units (except if the building is a condominium, a co-op, or a newly constructed dwelling sold to the initial occupant (Municipal Code 3-33-045)). The certificate may be obtained from the Department of Zoning in room 802 of City Hall. Check the applicable box:

- Zoning certificate submitted
- Zoning certificate is not required

3. **Water Department Certification** (available at 333 South State Street, Room L L10) is required for ALL non-exempt real property transfers.

The Department of Water certifies that all water and sewer charges rendered up to

are paid in full for property located at

Account #

Application #

Certified by

Date

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**Section 9. Preparer Information (only preparer's name is required if other information about preparer is disclosed in Section 7 above.)**

Name of Preparer

Business or Firm Name

Mailing Address

Daytime Phone Number

City

State

Zip Code

Date

**Section 10. Where to File This Form and Purchase Transfer Stamps**

1. If the deed or other instrument of transfer is recorded, then file this form with the Cook County Recorder of Deeds, County Building, 118 North Clark Street, Room 112, Chicago, IL 60602.
2. If the deed or other instrument of transfer is not recorded, then file this form with the Chicago Department of Revenue, 121 North LaSalle Street, Room 107, Chicago, IL 60602.
3. Real Property Transfer Stamps may be purchased at the Chicago Department of Revenue, 121 North LaSalle Street, Room 107, Chicago, IL 60602.

**Place water validation stamp below line**

Effective date: 12/1/2001

**For DOR Use Only**

Postmark Date

Receipt Number