



Real Estate Transfer Tax Declaration – FULL CONSIDERATION

Date of Closing _____ Today's Date _____

Permanent Real Estate Index Number (PIN) _____

Address of Property _____

Is above property (check applicable): Residential _____ Non Residential _____ Rental _____

Full Consideration \$ _____ (Property Sale Price)

Amount of Tax Stamp \$ _____ (\$1.00 PER \$1,000.00; ROUND UP TO NEXT FULL DOLLAR)

Name of **SELLER** _____

Forwarding Address of **SELLER AFTER** sale:

Name of **BUYER** _____ PHONE _____

WILL THE NEW BUYER Reside or Rent the purchased **PROPERTY?** Reside _____ Rent _____ TBD _____

NEW BUYER Mailing Address: _____

I hereby declare the full actual consideration and above facts in this declaration to be true and correct.

Signature of Seller or Agent _____ Date _____

REQUIREMENTS FOR COMPLETION MUST INCLUDE:

1. Copy of the Illinois Real Estate Transfer Declaration (PTAX 203, MY DEC), or Sales Contract.
2. Copy of the Deed.
3. Copy of the legal description of the property.
4. Payment of Water Account in full. Contact the Water Department, in advance, at (847) 923-4520 for an estimated final water reading.
5. Payment of any fees owed to the Village of Schaumburg.
6. An Executed Certificate of Compliance for non residential properties.

- ◆ The issuance of a stamp may be delayed up to **THREE (3) DAYS** if there are any code violations on the property.
- ◆ Residents may be eligible for a Real Estate Transfer Tax Rebate upon purchase of new village property within one year after the date of this declaration. Request for a rebate must be filed within 6 months from the date the new property is purchased. A \$10.00 processing fee applies.
- ◆ Any application for a refund applies to the return of this transfer stamp and must be filed within 6 months after the date of this declaration. A \$10.00 processing fee applies for a transfer tax refund.

**FOR ALL MAIL REQUESTS, PLEASE INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE AND MAIL TO:
VILLAGE OF SCHAUMBURG ♦ ATTN. BERENICE GARCIA ♦ 101 SCHAUMBURG COURT ♦ SCHAUMBURG, IL 60193**

***** **BELOW FOR OFFICE USE ONLY** *****

Collections: _____ Cash _____ Credit _____ Check# _____ Stamp \$ _____

Water Dept. _____ Assn (YES) _____ Check# _____ Water \$ _____

CID (SELLER) _____ CID (new Buyer) _____ Total \$ _____

STAMP# _____