



Village of Hoffman Estates

REAL ESTATE TRANSFER TAX

Phone: 847-882-9100 Fax: 847-781-2658

FOR VILLAGE USE ONLY
Date of Filing with Village
Counter Receipt #
Transfer Tax Stamp #
Village Cashier

Check Appropriate Box(es):

- Declaration Residential Multi-Unit (No. of Units)
Exemption Commercial Land Trust

INSTRUCTIONS:

- 1. The liability for the payment of this tax shall be borne by the grantor (seller).
2. 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.
3. The full actual amount of consideration of the transaction is the amount upon which the tax is to be computed.
4. A signed copy of the Illinois Real Estate Transfer Tax Declaration form and warranty deed must accompany the payment of the tax, pursuant to Ordinance 13-5-5.
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.
6. Transfer stamps and exempt stamps must be purchased within 60 days of the transfer of title, pursuant to Ordinance 13-5-2(b).
7. Please include a self addressed stamped envelope for any mail-in requests.
8. For additional information, please call the Department of Finance at 847-882-9100, Monday through Friday, 8:30 a.m. to 4:30 p.m.

Address of Property Street Zip Code

Permanent Property Index No.

Date of Deed/Instrument Type of Deed/Instrument

Grantee:

Buyer Address Zip Code

Table with 2 columns: Description and Amount. Rows include Full Actual Consideration, AMOUNT OF TAX, PENALTY DUE, INTEREST DUE, and TOTAL DUE.

EXEMPTIONS: The Village of Hoffman Estates Real Estate Transfer Tax Ordinance specifically exempts certain transactions from taxation. These exemptions are enumerated in Section 13-5-6 of the Ordinance which are printed on the reverse side of this form. To claim one of these exemptions, you must complete the appropriate blanks below and provide supporting documentation that is signed and notarized. There is a \$10.00 processing fee for each exempt transaction.

I hereby declare that this transaction is exempt from taxation under the Hoffman Estates Real Estate Transfer Tax Ordinance by paragraph(s) of section 13-5-6 of said Ordinance.

Details for exemptions claimed, including documentation provided (explain):

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

GRANTOR: (Please Print)

Name Address Zip Code

Signature Seller or Agent Date Signed:

Section 13-5-6. EXEMPTIONS

A. The tax imposed by this Article shall not apply to the following transactions:

1. Transactions which secure debt or other obligation.
2. Transactions in which deeds, without additional consideration, confirm, correct, modify or supplement deeds previously recorded.
3. Transactions in which the actual consideration is less than one hundred dollars (\$100.00).
4. Transactions in which the deeds are tax deeds.
5. Transactions which are releases of property which is security for a debt or other obligation.
6. Transactions of court-ordered partitions.
7. Transactions made pursuant to mergers, consolidations, or transfers or sales of substantially all of the assets of a corporation pursuant to court-ordered plans of reorganization.
8. Transactions between subsidiary corporations and their parents for transfer of real estate for no consideration other than the cancellation or surrender of the subsidiary corporation's stock.
9. Transactions representing transfers subject to the imposition of a documentary stamp tax imposed by the government of the United States.
10. Transactions wherein one of the grantors has continuously resided upon the property for the past one year and has evidence of a contract for sale as a purchaser for a residence within the Village, such contract having closed within six months of the exempt transaction or to close by contract within six months after the exempt transaction.

B. Every deed or other instrument which is tax exempt pursuant to this Section 13-5-6 shall be presented to the Finance Department so as to be appropriately marked by said Department as an exempt transaction eligible for recordation without the payment of tax. At such time as a deed or instrument is presented to the Department, a certificate setting forth the facts which justify exemption shall be presented.

C. A processing fee in the amount of \$10.00 shall be collected by the Director of Finance for Real Estate Transfer stamps issued for transactions determined to be exempt as provided for in the above Section A. Upon payment of the fee, the revenue stamp so issued shall be marked "EXEMPT" and shall be affixed to the deed or other instrument of conveyance.

It has been interpreted by Corporation Counsel that the following transactions are exempt from the tax under Section 13-5-6-A.2:

1. Transfers from a decedent to his executor or administrator.
2. Transfers from a minor to his guardian or from a guardian to his ward upon attaining majority.
3. Transfers from an incompetent to his conservator, or similar legal representative, or from a conservator or similar legal representative to a former incompetent upon removal of disability.
4. Transfers from a bank, trust company, financial institution, insurance company or other similar, entity, or nominee, custodian, or trustee thereof to a public officer or commission, or person designated by such officer or commission or by a court, in the taking over of its assets, in whole or in part, under state or federal law regulating or supervising such institutions, or upon redelivery or retransfer by any such transferee or successor thereto.
5. Transfers from a bankrupt or person in receivership due to insolvency to the trustee in bankruptcy or receiver, from such receiver to such trustee or from such trustee to such receiver, or upon redelivery or retransfer by any such transferee or successor thereto.
6. Transfer from a transferee under 1 through 5, inclusive, to his successors acting in the same capacity, or from one successor to another.
7. Transfers from trustees to surviving, substitute, succeeding or additional trustees of the same trust.
8. Transfers upon the death of a joint tenant by the entirety to the survivor or survivors.

NOTE

The Village of Hoffman Estates is not responsible for lost or stolen Real Estate Transfer stamps.