

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
State of Illinois		\$0.50/500			Buyer or Seller, (customarily Seller)	
All Illinois Counties		\$0.25/500			Buyer or Seller, (customarily Seller)	
Addison (DuPage)	One Friendship Plaza Addison, IL 60101-2786 630-693-7564 www.addisonadvantage.org	\$2.50/1,000 (round to nearest \$1,000)	Final water bill must be paid. Copy of PTAX & deed required. Obtain permit release from Community Development. All buyers on Deed must <i>prior</i> to obtaining stamps accept transfer of water in writing at Village Hall - must have photo ID and secondary form of ID (i.e. credit card)	\$50	Buyer	Sewer Inspection
Algonquin (McHenry)	200 Hamish Dr. Algonquin, IL 30102-5995 847-658-2700 www.algonquin.org		Seller needs to call in/give forwarding address and final reading date. Buyers need to call and set up the new water account prior to final water reading. Obtain final water reading.			
Alsip (Cook)	100 W. 123rd St. Alsip, IL 60803-2599 708-385-6902 www.villageofalsip.org	3.50/1,000 (100 Minimum) (no rounding)	Obtain final water reading; bill must be paid. Copy of sales contract required. No personal checks, no credit cards	Yes \$15	Seller	No
Wilmington Heights (Cook)	S. Arlington Heights Rd. Wilmington Heights, IL 60004 847-368-5000		Seller needs to call in/give forwarding address and final reading date. Buyers need to call and set up the new water account prior to final water reading. Obtain final water reading.			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Aurora (DuPage) (Kane) (Kendall) (Will)	44 E. Downer Place 60507-3302 630-256-4636 www.aurora-il.org	00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill must be paid. Copy of PTAX signed by at least one party required. All sums due city must be paid. Need statement of open account filled out at least 5 days before water reading	Yes \$30	Seller	
Barrington (Lake)	200 S. Hough St. Barrington, IL 60010-4399 847-304-3400 www. barrington-il.gov		Obtain final water reading			
Bartlett (Cook) (DuPage) (Kane)	228 S. Main Street Bartlett, IL 60103-4495 630-837-0800 www.village. bartlett.il.us	00/1,000 (no rounding)	Obtain final water reading; bill must be paid. All sums due must be paid. Copy of deed or contract & PTAX required. Need Village Form	Yes	Seller	No
Batavia (Kane)	100 N. Island Ave Batavia, IL 60510-1972 630-879-1424 www. bataviavillage.org		Obtain final water reading 2 days in advance.			
Bedford Park (Cook)	701 S. Archer Ave Bedford Park, IL 60638 708-458-2067 www. villageofbedfordpark.com	\$50/transaction	Final water bill must be paid	Yes	Seller	Yes (No Fee)
Bellwood (Cook)	200 Washington Blvd. Bellwood, IL 60104-1984 708-547-3500 www.vil. bellwood.il.us	5.00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill and all sums due must be paid. Original deed, signed and notarized, PTAX and original Plat of Survey Required. Public sidewalk inspection Required. *CHECKLIST*	Yes \$10	Seller	Yes \$175

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Bensenville (DuPage)	12 S. Center St Bensenville, IL 60106-1987 630-766-8200 www.bensenville.il.us	None	Obtain final water reading; bill must be paid			Yes \$55
Berkeley (Cook)	5819 Electric Ave. Berkeley, IL 60163-1599 708-449-8840 www.berkeley.il.us	\$350.00 Compliance Stamp	Original deed required prior to closing, all municipal bills and fines must be paid. Sump pump inspection and compliance stamp required. Certified funds or cash only. All utilities must be turned on prior to inspection. *CHECKLIST*	Yes (if quit claim deed)	Either	Yes
Berwyn (Cook)	6700 W 26th St. Berwyn, IL 60402-0701 708-788-2660 www.berwyn-il.gov	\$10.00/1,000	Obtain final water reading; bill must be paid. Original deed, and completed PTAX and county tax forms required. Payment by cash, cashier's check or money order only; ATTORNEY CERT** Required for stamps- Send to Attorney who prepares deed to complete and return. Cert is ONLY needed if someone is coming off title.	Yes \$100	Seller	Yes \$50 (2-3 Unit \$75)
Bloomingtondale (DuPage)	201 S. Bloomingdale Road Bloomingtondale, IL 60108 630-893-7000 www.villageofbloomingtondale.org		Obtain final water reading			
Blue Island (Cook)	8051 S. Greenwood Ave. Blue Island, IL 60406 708-597-8606 www.blueisland.org	\$100.00 Certificate of Occupancy	Seller must make an appointment for inspection prior to sale. Also needs water reading		Seller	Yes
Bolingbrook (DuPage) (Will)	375 W. Briarcliff Rd. Bolingbrook, IL 60440-3829 630-226-8400 www.bolingbrook.com	\$.50/1000 (round to nearest \$500)	Final water bill and all debts to village must be paid. Deed, copy of PTAX, clearance letter and Village Transfer Information and Disclosure required.	Yes \$50	Buyer/Seller split 50/50	No

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Broadview (Cook)	2350 S. 25th Ave. Broadview, IL 60155-3829 708-681-3600	\$100.00 Certificate of Occupancy	Obtain final water reading; Bill must be paid. *CHECKLIST*	Yes \$175		Yes \$100
Brookfield (Cook)	8820 Brookfield Ave. Brookfield, IL 60513-1688 708-485-7344	No Tax	Obtain final water reading, Bill must be paid.			Yes \$100
Buffalo Grove (Cook) (Lake)	1000 Raupp Blvd. Buffalo Grove, IL 60089 847-459-2500	\$3.00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill tickets, and invoices must be paid. Copy of deed or PTAX required. No credit cards.	Yes	Seller	No
Burbank (Cook)	6530 W. 79th St. Burbank, IL 60459-1198 708-599-5500	\$3.00/1,000 (no rounding)	Requires copy of both Water/Sewer & Garbage paid receipt AND previous city form of Buyer's former address/phone #. Obtain final water reading; bill must be paid. Original deed is required. No personal checks.	Yes- no charge	Seller	No
Burnham (Cook)	14450 Manistee Ave. Burnham, IL 60633-2095 708-862-9150	\$3.00/1,000 (no rounding)	Final water bill must be paid. Cash or money order required.	Yes	Buyer	No
Calumet City (Cook)	144 Pulaski Rd. P.O. Box 1519 Calumet City, IL 60409 708-891-8116	\$3.00/1,000 (round to nearest \$1,000) for transfers over 2M, check village website	Final water bill must be paid. PTAX & Plat of Survey required.	Yes \$50	Buyer/Seller split 50/50	Yes \$150
Calumet Park (Cook)	2409 S. Throop St. Calumet Park, IL 60827 708-389-0851	\$5.00/1000 (round to nearest \$1,000)	Obtain final water reading; bill must be paid. No personal checks. \$100 Inspection Fee (req) **\$5K fee if home does not pass inspection** Has Local Form	Yes	Buyer	Yes \$100

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Carol Stream (DuPage)	00 N. Gary Ave. Carol Stream, IL 60188 630-665-7050	.00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill must be paid. Copy of sales contract & PTAX required.	Yes \$25	Seller	No
Carpentersville (Kane)	1200 L.W. Besinger Dr. Carpentersville, IL 60110 847-551-3476		Obtain final water reading			
Channahon (Grundy) (Will)	24441 West Earnes. Channahon, IL 60410-5600 815-467-6644	\$3.00/1,000 (round to nearest \$1,000)	Final water bill must be paid. Original deed required	Yes	Buyer	No
Chicago (Cook)	121 N. LaSalle St. Rm 107 Chicago, IL 60602-1288 312-747-4747	Buyer: \$7.50/1000 Seller: \$3.00/1000 (round up)	Final water must be paid, Zoning cert. Except for commercial & Condo's	Yes	Buyer 7.5/1000 Seller 3/\$1000	No
Chicago Heights (Cook)	1601 Chicago Rd. ights, IL 60411 708-756-5300	\$4.00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill must be paid. Copy of deed required. Need occupancy permit.	Yes	Seller	es \$50
Cicero (Cook)	4949 West Cermak Rd. o, IL 60804-3435 708-656-3600	10.00/1,000 (round to nearest \$1,000)	Final water bill must be paid and all documents must be reviewed. Submission of all documents at least 7 business days prior to anticipated closing date to avoid delay. Original deed PTAX, and county declarations required. Unsigned copy of deed allowed; the copy become the original deed. No cash over \$500. \$20 each additional unit for inspection.	Yes \$50	Seller	es \$50
The Town of Cicero requires review of all documents by the Town Collector prior to the issuance of Cicero transfer stamps. The Town Collector encourages submission of all documents at least 7 business days prior to the anticipated closing date to avoid delay. Please contact the Town of Cicero, 708-656-3600, for further information.						

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Clarendon Hills (DuPage)	1 N. Prospect Ave. Clarendon Hills, IL 60514 630-323-3500	None	Obtain final water reading; bill must be paid.			No
Country Club Hills (Cook)	4200 W. 183rd St. Country Club Hills, IL 60478-5338 708-798-2616	\$5.00/1,000 (min. \$50) (round to nearest \$1,000)	Obtain final water reading, schedule one week in advance; bill must be paid. Obtain Certificate of Occupancy. No personal checks.	Yes	Seller	Yes \$50
Countryside (Cook)	5550 East Ave. Countryside, IL 60525-3689 708-354-7270	\$50.00	Schedule final water reading one week before the closing. Final water, sewer, weed cutting, and all other municipal bills must be paid. No personal checks. Final \$20 reading	Yes	Seller	No
Crystal Lake (McHenry)	100 W. Woodstock St. P.O. Box 597 Crystal Lake, IL 60039-0597 815-459-2020		Obtain final water reading.			
Darien (DuPage)	1702 Plainfield Rd. Darien, IL 60561-5044 630-852-5000		Final water & sewer bills must be paid			
Deerfield (Lake)	850 Waukegan Rd. Deerfield, IL 60015-3279 847-945-5000		Obtain final water reading			
DeKalb (DeKalb)	200 South 4th St. DeKalb, IL 60115-3720 815-748-2000		Obtain final water reading	No		

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Des Plaines (Cook)	1420 Miner St. Des Plaines, IL 60016-4498 847-391-5300 www.desplaines.org	\$2.00/1,000 (round to nearest \$500)	PTAX & Plat of Survey required. City Form on website. Requires a minimum of 5 days; no Fed Ex, will UPS or USPS	Yes \$10	Seller	rentl property, non-owner occupied, or foreclosed only; inspection is \$25
Dolton (Cook)	14014 Park Ave. Dolton, IL 60419-1098 708-849-4000	\$5.00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill must be paid. Inspection \$200. Transfer stamps are flat \$50 PLUS transfer tax price. Has local form. \$10 Fee even if exempt; require certified or cashier's check; no personal or business check; additional fees will be required depending on the transaction and property. Contact village for transfer packet.	Yes \$50 for HUD/Fannie Mae \$150 for QCD	Seller	Yes \$200 fee; 3-5 day notice
Downers Grove (DuPage)	801 Burlington Ave. Downers Grove IL 60515 630-434-5500	None	Obtain final water reading; bill must be paid	No		
East Hazel Crest (Cook)	1904 174th St. Hazel Crest, IL 60429-1483 708-798-0213	\$25 transfer stamp; \$100 letter of zoing compliance	Final water bill and any other liens or bills must be paid. Transfer Stamp Form and Letter of Zoing Compliance required.	Yes (no charge)	Buyer	No
Elgin (Cook) (Kane)	150 Dexter Ct. Elgin, IL 60120-5555 847-931-5639	None	Schedule final water reading 5 days before closing. Final water bill and all money due city must be paid. City form, copy deed, PTAX required.	Yes (no fee)	Seller	No
Elk Grove Village (Cook) (DuPage)	901 Wellington Ave. Elk Grove Village, IL 60007 847-439-3900 www.elkgrove.com	\$3.00/1,000 (round to nearest \$1,000)	Schedule final water reading 7 days before closing; bill must be paid. Copy of deed, 4 original copies of City Form, water/sewer affidavit, real estate disclosure form for certain properties (see webiste) and PTAX required. No personal checks	Yes (\$10) and water/sewer affidavit	Seller	No

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Elmhurst (Cook) (DuPage)	209 N. York St. Elmhurst, IL60126-2755 630-530-3117 or 630-530-3118	.50/1,000 (round to nearest \$1,000)	Final water bill & all sums due city must be paid. Copy of deed, PTAX, City Form & signed sales contract required	No	Seller	Sump pump inspection only
	The City of Elmhurst Real Estate Transfer Tax shall not apply to those transactions or transfers exempt from the tax imposed by the State of Illinois Real Estate Transfer Tax Law (35ILCS 200/31-1 et seq.). The basis for the exemption is to appear on the face of the deed, but such deed or other transfer document need not to be submitted to the City, nor is any revenue stamp or exemption mark required. Arrangements must be made for the final meter reading by calling 630-530-3111 or 630-530-3110. To make arrangements for sump pump inspection, please call 630-530-3020.					
Elmwood Park (Cook)	11 Conti Pkwy. Elmwood Park, IL 60707 708-452-7300 www. elmwoodpark.org	\$5.00/1,000 (round to nearest \$1,000)	Final water & sewer bills must be paid. Copy of signed/notarized deed, City Form & PTAX required. No personal/business checks.	Yes \$35	Seller	Yes (No fee)
Evanston (Cook)	210 Ridge Ave.,Rm.1400 Evanston, IL 60201-2716 847-866-2925 www. cityofevanston.org	\$5.00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill must be paid. Personal checks accepted when sales price is below \$1 million. City form required. 5 days to complete/on-line form available.	Yes \$100	Seller	No
Evergreen Park (Cook)	9418 S. Kedzie Ave. Evergreen Park, IL 60805 708-422-1551 www. evergreenpark-ill	\$5.00/1,000 (round to nearest \$1,000)	Obtain final water reading; water and sewer bills must be paid. No personal checks. City form required. \$50 housing inspection fee before	Yes (no fee)	Seller	Yes \$100
Flossmoor (Cook)	2800 Flossmoor Rd, Flossmoor,IL 60422-1186 708-798-2300	None	Obtain final water reading	No		No
Forest Park (Cook) (DuPage)	5174 Des Plaines Ave. Forest Park, IL 60130-1800 708-366-2323 forestpark.net	None	Compliance stamp required. Inspection fee varies depending on property type. City form required. 5 working days in advance required	Yes (no fee)		Yes \$300 min.

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Fox River Grove (McHenry)	05 Illinois St. Fox River Grove, IL 60021-1197 847-639-3170		Obtain final water reading, all sums due village must be paid	No		
Frankfort (Will)	432 W. Nebraska St. Frankfort, IL 60423-4001 815-469-2177		Obtain final water reading	No		
Franklin Park (Cook)	9500 Belmont Ave. Franklin Park, IL 60131-2763 847-671-4800 vofp.com	\$80.00 min. depending on property type	Final water bill must be paid. Submit current survey and original deed to Building Dept. at least 3 days prior to closing. City form required. See website for required docs, including original deed, survey, water paid.	Yes	Seller	Yes \$75 at time of listing
Glen Ellyn (DuPage)	35 Duane St. Glen Ellyn, IL 60137-4699 630-547-5235	\$3.00/1,000 (round to nearest \$1,000)	Water, sewer, parking tickets and other sums due village must be paid. Sales contract required for purchase, deed required for exempt stamp. Clear water inspection 5 days before closing; \$50 inspection fee	YES and clear water required as well	Seller	Water Inspection (\$50)
Glencoe (Cook)	675 Village Ct. Glencoe, IL 60022-1699 847-835-4114		Certificate and final water bill payment required for exemption. Certificate not attached to deed. Final water reading is \$75; must be done for exempt as well			
Glendale Heights (DuPage)	300 Civic Center Plaza Glendale Heights, IL 60139 630-260-6000 www.glendaleheights.org	\$3.00/1,000 (round to nearest \$1,000)	Inspection required 21 days in advance, obtain final water reading (4 days in advance) ; water & sewer bills must be paid. Copy of deed, PTAX and Plat of Survey required. No personal checks	Yes \$25	Seller	Yes \$100
Glenview (Cook)	1225 Waukegan Rd. Glenview, IL 60025-3071 847-904-4350		Final water bill must be paid. Schedule appt for water reading 7-10 days in advance			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Glenwood (Cook)	1 Asselborn Way Glenview, IL 60425-1600 708-753-2400 www.villageofglenwood.com	\$5.00/1,000 (round to nearest \$1000)	Occupancy inspection required. No "as is" sales & repair escrow may be required. Final water bill must be paid. Copy of contract required. No personal checks, no money order, no realtor checks.	Yes \$50 & deed	Seller	Yes \$100
Green Oaks (Lake)	2020 O'Plaine Rd Green Oaks, IL 60048-1547 847-362-5363		Obtain final water reading.			
Gurnee (Lake)	325 N O'Plaine Rd. Gurnee, IL 60031-2610 847-599-7500		Obtain final water reading. All liens must be paid.			
Hainesville (Lake)	100 N. Hainesville Rd. Hainesville, IL 60030-1057 847-223-2032	None	Obtain final water reading; \$50 Occupancy inspection required; \$100 if post-closing; \$80 for rehab projects; requesting inspection 30 days in advance is recommended			Yes \$50
Hampshire (Kane)	234 S. State St. Hampshire, IL 60140-0457 847-683-2181	None	Obtain final water reading	No		
Hanover Park (Cook) (Dupage)	2121 W. Lake St. Hanover Park, IL 30133-4398 630-372-4200 www.hpil.org	.50/500 (no rounding)	Obtain final water reading; 72 hour notice required. All sums due village must be paid. Copy of PTAX required	Yes \$10	Seller	No
Harvard (McHenry)	201 W. Front St. Harvard, IL 60033 815-943-6468		Final water bill must be paid. Buyer to submit to paperwork (deed-copy) after closing.			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Harvey (Cook)	15320 Broadway Ave Harvey, IL 60426-3396 708-210-5300 www.cityofharvey.org	\$5.00/1,000 (Buyer liable for additional \$60 administration processing fee.)	5 days in advance Point of Sale Inspection & variable fee required; May require building permit for BV, permit app and fees must be submitted 5 days prior to closing; Obtain final water reading 72 hours prior to closing; bill must be paid. Copy of copy of deed, copy of contract, AND "as-is" form, buyer verification form, clearance form, all originally signed required.	Yes (\$60)	Buyer/Seller split 50/50	Yes Variable
Harwood Heights (Cook)	7300 W. Wilson Ave. Harwood Heights, IL 60706 708-867-7200 www.harwoodheights.org	10/1,000 (round to nearest \$1,000)	Pre sale inspection 3-4 weeks in advance; Final water reading two days in advance and final bill must be paid. Deed & PTAX Required; no personal checks	Yes \$50	Buyer	Yes \$50
Hazel Crest (Cook)	3000 W. 170th Pl. Hazel Crest, IL 60429-1129 708-335-9600	None	Obtain final water reading; bill must be paid			Yes
Hickory Hills (Cook)	5320 W. 95th St. Hickory Hills, IL 60457-1799 708-237-4140	None	Sewer inspection (call public works) and Obtain final water reading (call city clerk) 3-5 notice; bill must be paid.	No		Yes
Highland Park (Lake)	1707 Saint Johns Ave. Highland Park, IL 600353 847-432-0800 www.cityhpil.com	\$5.00/1,000	Final water bill must be paid; one week notice for water reading. Copy of deed, buyer and seller originally signed village forms (transfer dec, water/utility, No personal checks	Yes	Seller	No
Highwood (Ft. Sheridan Area Only) (Lake)	17 Highwood Ave. Highwood, IL 60040-1595 847-432-1924 www.cityofhighwood.org	10/1,000 (no rounding)	Refuse/Water/Sewer bill must be paid. Copy of deed & survey required. No personal checks.	Yes	Seller	Yes \$50

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Hillside (Cook)	425 N. Hillside Ave. Hillside, IL 60162-1695 708-449-6450 www.hillside-il.org	7.50/1,000 (no rounding)	Final water bill must be paid, schedule water reading one week in advance. Original PTAX & Plat of Survey required; only cash, cashier's check or money order	Yes	Buyer	Yes \$50
Hinsdale (DuPage)	19 E. Chicago Ave. Hinsdale, IL 60521-3489 630-789-7022		Obtain final water reading			
Hoffman Estates (Cook) (Lake)	1900 Hassell Rd. Hoffman Estates IL 60169 847-882-9100 www.hoffmanestates.org	\$3.00/1,000 (round to nearest \$1,000)	Final water & garbage bill must be paid. Deed & PTAX required; 24 hours minimum for stamp, five days for water reading	Yes \$10	Seller	No
Hometown (Cook)	4331 Southwest Hwy Hometown, IL 60456 708-424-7500	None	Obtain final water reading; bill must be paid			Yes \$50
Homewood (Cook)	2020 Chestnut Rd Homewood, IL 60430-1776 708-798-3000		Obtain final water reading			
Huntley (McHenry)	10987 Main St Huntley, IL 60142-7394 847-669-9600		final water bill must be paid			
Island Lake (Lake) (McHenry)	720 Greenleaf Ave Island Lake, IL 60042-9506 847-526-8764	None	Obtain final water reading; Water, sewer & garbage bills must be paid.			Yes \$50
Itasca (DuPage)	50 W. Irving Park Rd Itasca, IL 60143-2018 630-773-0835	None	Obtain final water reading; bill must be paid			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Johnsburg (McHenry)	1515 Channel Beach Johnsburg, IL 60050-8904 815-385-6023		Final water bill must be paid			
Joliet (Will) (Kendall)	150 W. Jefferson St Joliet, IL 60432-4158 815-724-3780	\$3.00/1,000 (round to nearest \$1,000)	All sums due city must be paid. Obtain final water reading. Original deed required. 4 days notice needed. New construction requires a residential disclosure form. No personal checks/no business checks; atty/title co checks ok	Yes	Seller	No
Justice (Cook)	7800 Archer Rd Justice, IL 60458-1199 708-458-2520	None	Obtain final water reading; Water, sewer & garbage bills must be paid. Contact Tasha for Inspection (708-458-2130)			Yes \$100-\$500
La Grange Park (Cook)	447 N.Catherine Ave LaGrange Park, IL 60526 708-354-0225		Obtain final water reading			
Lake Bluff (Lake)	0 E. Center Ave. Lake Bluff, IL 60044-2597 847-234-0774	**May be subject to NORTH CHICAGO transfer tax/requirements (must call village to determine)	Obtain final water reading			
Lake Forest (Lake)	20 E .Deerpath Rd Lake Forest, IL 60045-1914 847-234-2600	\$4.00/1,000 (round to the next \$5)	Obtain final water reading. PTAX copy of deed, and city declaration form required	Yes \$50	Buyer	Yes \$150
Lake in the Hills (McHenry)	600 Harvest Gate Lake in the Hills, IL 60156 847-960-7410		Obtain final water reading. Sewer & garbage bills must be paid.			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Lakemoor (McHenry)	234 Rand Rd Lakemoor, IL 60051 815-385-1117		Obtain final water reading			
Lansing (Cook)	3141 Ridge Rd Lansing, IL 60438 708-892-7200		**Cert. of Payment required			
Lake Villa (Lake)	65 Cedar Ave. P.O. Box 519 Lake Villa, IL 60046-0519 847-356-6100		Final water and sewer bills must be paid.			
Lake Zurich (Lake)	70 E. Main St. Lake Zurich, IL 60047-2416 847-438-5141		Obtain final water reading			
Lemont (DuPage)	418 Main St. Lemont, IL 60439-3708 630-257-1550		Obtain final water reading			
Libertyville (Lake)	118 W. Cook Ave Libertyville, IL 60048-1874 847-362-2430		Final water bill must be paid			
Lincolnshire (Lake)	1 Olde Half Day Rd Lincolnshire, IL 60069-3035 847-883-8600	\$3.00/1,000 (round to nearest \$1,000)	Obtain final water reading; bill must be paid. Copy of PTAX required.	Yes	Buyer	No
Lincolnwood (Cook)	6900 N. Lincoln Ave Lincolnwood, IL 60712 847-673-1540		Obtain final water reading, bill must be paid. Certificate of payment required \$20.00 (cert of payment is recorded with the deed)	Need Cert of Payment to Record.		

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Lisle (DuPage)	925 Burlington Ave Lisle, IL 60532-1838 630-271-4150		Obtain final water reading			
Lockport (Will)	222 E. 9th Street Lockport, IL 60441-3497 815-838-0549	If the property is incorporated in the City of Lockport, there is no transfer tax. However, some properties with Lockport mailing addresses are actually incorporated into an adjacent municipality. Call the Lockport City Clerk at 815-838-0549, ext. 2120, with the address to see if the property is incorporated into another adjacent municipality and if so, determine if that municipality has a transfer tax				
Lombard (DuPage)	255 E. Wilson Ave. Lombard, IL 60148-3931 630-620-5700		Obtain final water reading			
Lynwood (Cook)	21460 Lincoln Hwy Lynwood, IL 60411-8742 708-758-6101	None	Obtain final water reading			Yes \$100
Lyons (Cook)	4200 Lawndale Ave. Lyons, IL 60534-1246 708-447-8886	None	Obtain final water reading. Inspection fee varies depending on type of property.			Yes \$100
Markham (Cook)	16313 Kedzie Ave Markham, IL 60428-5598 708-331-4905	No Fee	Obtain final water reading; bill must be paid. Inspection compliance stamp required. Deed required.	Yes		Yes \$125
Matteson (Cook)	4900 Village Commons Matteson, IL 60443-2666 708-283-4900	None	Obtain final water reading; all sums due village must be paid. Existing structure application required.			Yes \$75+

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Maywood (Cook)	40 Madison St. Maywood, IL 60153-2323 708-450-4405	\$4.00/1,000 (round to nearest \$1,000)	Final water bill must be paid. Original deed, village form, certificate of compliance, and PTAX required. Check Community Development for inspections and outstanding bills. Certificate of Compliance must be obtained for presale inspection; inspection can take 30 days; violations must be corrected or affidavit/escrow to be held for repairs; no personal checks. Cash, cashier's check, money order only. 72 hour wait required.	Yes	Seller	Yes \$90
McCook (Cook)	5000 Glencoe Ave McCook, IL 60525-7801 708-447-9030	\$5.00/1,000 (round to nearest \$5)	Final water bill must be paid. Original deed required. Fax forms with 48 hours to review	Yes	Seller	Yes \$50
Melrose Park (Cook)	1000 N. 25th Ave Melrose Park, IL 60160-3088 708-343-4000	50 as is (Pre-transfer inspection included in price)	Obtain final water reading; bill must be paid. Original deed required. Call ahead *new water meter*; 10 day notice for inspection; inspection fee varies with property type			Yes
Mettawa (Lake)	1000 Allanson Rd Mundelein, IL 60060-3804 847-573-1460	\$5.00/1,000 (round to nearest \$1,000)	Final water bill must be paid; requires DEED COPY, mydec, and title commitment, no personal checks, only certified/cashiers or attorney checks accepted; need original deed for exempt; METTAWA DOES NOT HAVE A VILLAGE HALL AND HAS AN OFFICE WITH LIMITED HOURS IN LIBERTYVILLE; ALWAYS CALL FIRST!	Yes	Buyer	No
Midlothian (Cook)	14801 Pulaski Rd Midlothian, IL 60445-3499 708-385-8642	No fee, but stamp required	Obtain final water reading. Need stamp on deed, but no fee.			
Mokena (Will)	11004 Carpenter St. Mokena, IL 60448-1595 708-479-3900		Obtain final water reading			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Monee	5130 West Court Street Monee, IL 60449 708-534-8301	None	Obtain final water reading/any outstanding village bills. No stamp.	yes		Yes \$50
Morton Grove (Cook)	6101 Capulina Ave Morton Grove, IL 60053-2985 847-965-4100	\$3.00/1,000 (round to nearest \$1,000)	Final water & sewer bills must be paid. Copy of Deed, PTAX & Sales Contract required. No personal checks. No Title Company Check, no realtor checks; accepts credit cards; original need needed for exempt	Yes \$25	Seller	No
Mount Prospect (Cook)	50 S. Emerson St. Mount Prospect, IL 60056 847-392-6000	\$3.00/1000 (round to nearest \$1,000)	Obtain final water reading. All sums due village must be paid. Copy of PTAX required. Need to call to see if village water; if so, need to schedule a meter reading.	Yes \$15	Buyer	No
	The Village of Mount Prospect Finance Department will not issue a Real Estate Transfer Tax Stamp for any property that has an unresolved Compliance Order or Notice of Violation. Since a transfer stamp will not be issued under any circumstances where violations are outstanding, the stamps must be purchased prior to the closing.					
Mundelein (Lake)	440 E. Hawley St Mundelein, IL 60060-2400 847-949-3200		Obtain final water reading			
Naperville (DuPage) (Will)	400 S. Eagle St. Naperville, IL 60566-7020 630-420-6059 naperville. il.us	3.00/1,000 (round to nearest \$500)	Obtain final water reading. City transfer declaration and copy of sales contract required, or ptax form. Request of statement of open accounts 7 days in advance: naperville.il.us	Yes	Buyer	No
New Lenox (Will)	1 Veterans Parkway New Lenox, IL 60451-2199 815-485-6452	If the property is incorporated in the City of New Lenox, there is no transfer tax. However, some properties with New Lenox mailing addresses are actually incorporated into an adjacent municipality. Call the New Lenox City Clerk with the address to see if the property is incorporated into another adjacent municipality and, if so, determine if that municipality has a transfer tax. (Can be incorporated in Joliet and require stamp).				

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Niles (Cook)	1000 Civic Center Dr Niles, IL 60714-3229 847-588-8032	\$3.00/1,000 (round to nearest \$1,000) + \$35 Cert fee	Final water bill must be paid. City transfer declaration and sales contract required.	Yes	Buyer	Yes \$25
Norridge (Cook)	4000 N. Olcott Ave Norridge, IL 60706-1199 708-453-0800	None	Water bill must be paid. Copy of sales contract required; copy of MLS listing is required if sold with a broker. Real Estate Transfer Cert required for recording. Must appear in person to schedule.	Yes		Yes \$100
North Aurora (Kane)	25 E. State St North Aurora, IL 60542-1684 630-897-8228	None	Obtain final water reading; bill must be paid			No
North Chicago (Lake)	1850 Lewis Ave North Chicago, IL 60064 847-596-8620	\$5.00/1,000 (round to nearest \$1,000)	Final water bill must be paid. Copy of contract and original transfer form signed by both parties required. No personal checks	Yes	Buyer	Yes \$50
North Riverside (Cook)	2401 s. Des Plaines Ave North Riverside, IL 60546 708-447-4211	None	Plat of Survey; Buyer must tender water deposit prior to closing; original deed and Certificate of Compliance required.			Yes \$405
Northfield (Cook)	361 Happ Rd Northfield, IL 60093-3482 847-446-9200		Obtain final water reading			
Northlake (Cook)	55 E. North Ave Northlake, IL 60164-2489 708-343-8700	\$250+	Final water reading and bill must be paid, no personal checks for water. Original Deed and Plat of Survey; recommend ordering inspection 30 days in advance	Yes	Seller	Yes
Oak Brook (DuPage)	200 Oak Brook Rd Oak Brook, IL 60523-2255 630-368-5000		Obtain final water reading			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Oak Forest (Cook)	15440 S. Central Ave Oak Forest, IL 60452-2195 708-687-4050	None				Yes
Oak Lawn (Cook)	9446 Raymond Ave Oak Lawn, IL 60453-2449 708-636-4400	\$5.00/1,000 (round to nearest \$1,000)	5 days in advance, seller must submit completed village transfer form for approval and order water; docs reviewed before stamp purchase; submit village dec by fax or email LHeilig@oaklawn-il.gov or 708-499-7823 No personal checks.	Yes	Seller	No
Oak Park (Cook)	123 Madison St. Oak Park, IL 60302-4295 708-383-6400	\$8.00/1,000 (round to nearest \$1,000)	Obtain final water and sewer reading. Copy of sales contract or PTAX required. No personal checks!	Yes \$30	Seller	No
Oakbrook Terrace (DuPage)	17W275 Butterfield Rd Oakbrook Terrace, IL 601815 630-941-8300		Obtain final water reading			
Olympia Fields (Cook)	20040 Govenors Hwy. Olympia Fields, IL 60461 708-503-8000	None	Obtain final water reading			Yes \$50
Orland Park (Cook)	14700 Ravinia Ave Orland Park, IL 60462-3167 708-403-6100		Obtain final water reading			
Palatine (Cook)	200 E. Wood St. Palatine, IL 60067-5339 847-359-9088		Final water must be paid. 847-359-9082 - Water Dept.			
Palos Heights (Cook)	7607 W. College Dr. Palos Heights, IL 60463 708-361-1804		Obtain final water reading			

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Palos Hills (Cook)	10335 S. Roberts Rd. Palos Hills, IL 60465-1929 708-598-3400		Obtain final water reading			Yes \$50
Park Forest (Cook) (Will)	550 Victory Dr Park Forest, IL 60466-2068 708-748-1112	\$5.00/1,000 (round to nearest \$1,000)	All sums due city must be paid. Original village form required. Original deed required for exempt stamp.	Yes \$15	Seller	Yes \$100
Park Ridge (Cook)	505 Butler Pl. Park Ridge, IL 60008-4182 847-318-5289	2.00/1,000 (round to nearest \$1000)	Final water bill must be paid. City transfer declaration, original deed or assignment of beneficial interest, recent plat of survey, and copy of title commitment required. 5 days minium.	Yes \$25	Seller	NO
Peoria (Peoria)	419 Fulton St. Ste. 401 Peoria, IL 61602-1217 309-494-8565	\$2.50/1,000 (round to nearest \$1,000)	Original deed required, zoning cert, city form, ptax	Yes	Seller	No
Phoenix (Cook)	633 E. 151st St. Phoenix, IL 60426-2452 708-331-2636		form for inspection not on website; call village clerk for fax			\$50
Plainfield (Will)	24401 W. Lockport St. Plainfield, IL 60544-1778 815-436-7093	If the property is incorporated in the Village of Plainfield, there is no transfer tax. However, some properties with Plainfield mailing addresses are actually incorporated in an adjoining municipality. Call the Plainfield city clerk with the address to determine if there is a property tax or not.				
Posen (Cook)	2440 Walter Zinny Dr. Posen, IL 60469-1395 708-385-0139	None	Obtain final water reading; bill and all fines must be paid. No form, but must call to schedule an inspection and must pay for inspection prior to appt			Yes \$180
Richton Park (Cook)	4455 W. Sauk Trail Richton Park, IL 60471-1197 708-481-8950	None	Liens and water bill must be paid. Heating certification and original deed required. Need Cert of Occupancy			Yes \$75+
River Forest (Cook)	400 Park Ave River Forest, IL 60305-1798 708-366-8500	\$1.00/1,000 (round up by \$1.00)	Final water bill must be paid. Copy of PTAX required, water/zoning application with buyer's ID. Zoning Inspection - no fee. 5 days processing required.	Yes	Seller	Yes

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
River Grove (Cook)	2621 Thatcher Ave. River Grove, IL 30171-1698 708-453-8000	\$50.00	Final water bill must be paid. Copy of deed required. No personal checks, only certified funds or cash	Yes Zoning Inspection Required	Seller	Yes \$100+ (condo, single family only)
	The village of River Grove requires mandatory inspection and review of the original deed or document of transfer regarding property located with in the village. In addition, the Village of River Grove mandates that all title reports reflect the requirement of obtaining a transfer stamp on the original deed or document of transfer. Section 5 of the ordinance states," Any person, firm. or corporation convicted of participating in a sale or transfer of real estate in violation of this ordinance shall be fined not less than \$500 for each offense."					
Riverdale (Cook)	157 W. 144th St. Riverdale, IL 60827-2392 708-849-1798	None	Final water must be paid.	YES		Yes (single family \$200)
Riverside (Cook)	27 Riverside Rd. Riverside, IL 60546-2299 708-447-2700	None	Compliance Certificate. Obtain final water reading; bill must be paid. Termite inspection and copy of Deed & Survey required. Need 10 days before closing.	Compliance Certificate + Zoning Cert	Seller	Yes \$200+
Robbins (Cook)	3327 W. 137th St. Robbins, IL 60472-1699 708-385-8940	100 PER PIN	Final water bill must be paid. City transfer declaration and copy of deed required.	Yes \$25 / \$100 late penalty if stamp not purchase d within 30 days of transfer	Seller	Yes \$240

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Rolling Meadows (Cook)	3600 Krichoff Rd. Rolling Meadows, IL 60008 847-394-8500	3.00/1,000 (round to nearest \$1,000)	Final water and sewer bills must be paid. Copy of deed and PTAX Required.	Yes \$50	Seller	Water reading Only
Romeoville (Will)	13 Montrose Dr. Romeoville, IL 60446-1390 815-886-7200	\$3.50/1,000 (round to nearest \$500)	Final water bill and all municipal debts must be paid	Yes \$40	Buyer	No
Roselle (DuPage)	31 S. Prospect St. Roselle, IL 60172-2097 630-980-2000		Obtain final water reading			
Rosemont (Cook)	9501 W. Devon Ave. Rosemont, IL 60018-4823 847-825-4404		Obtain final water reading			
Round Lake Beach (Lake)	1937 N Municipal Way Round Lake Beach, IL 60073 847-546-2351	None	Obtain final water reading.			Yes \$60
Round Lake Heights (Lake)	629 W. Pontiac Ct. Round Lake Heights, IL 60073 847-546-1206	None	Obtain final water reading.			Yes \$75
Round Lake (Lake)	203 E. Lake Shore Dr. Round Lake Park, IL 60073 847-546-2790	None	Obtain final water reading.			Yes \$50
Sauk Village (Cook)	21701 Torrence Ave. Sauk Village, IL 60411 708-758-3330	None				Yes \$50

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Schaumburg (Cook) (DuPage)	101 S. Schaumburg Ct. Schaumburg, IL 60193 847-895-4500	\$1.00/1,000 (round to nearest \$1)	3 days required. Final water bill must be paid. Deed copy with legal description of property, city transfer declaration and copy of PTAX required. (non-residential also requires a Cert fo Compliance); if 45 days vacant, inspection required \$100	Yes \$10	Seller	No
Schiller Park (Cook)	9526 Irving Park Rd. Schiller Park, IL 60176-1984 847-678-2550	None				Yes, if new residence or condo conversion
Shorewood (Will)	903 W. Jefferson St. Shorewood, IL 60404-9705 815-725-2150	No Transfer Stamp	Obtain final water reading	No		
Skokie (Cook)	5127 Oakton St. Skokie, IL 60077-0309 847-673-0500	\$3.00/1,000 (round up to next \$1,000)	City transfer declaration required	Yes \$25	Seller	No
Sleepy Hollow (Kane)	1 Thorobred Lane Sleepy Hollow, IL 60118 847-428-3388	No Transfer Stamp	Obtain final water reading	No		
South Chicago Heights (Cook)	3317 Chicago Road p Hgts, IL 60411 708-755-1880	None	Obtain final water reading.	No	Inspection to get occupancy cert	Yes \$175+
South Holland (Cook)	708-210-2900 www.southholland.org	None	**Cert. of Payment required	No	Seller	No
South Elgin (Kane)	10 N. Water St. South Elgin, IL 60177-1695 847-742-5780	No Transfer Stamp	Obtain final water reading	No		

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
St. Charles (Kane)	E. Main St. St. Charles, IL 60174-1984 630-377-4400	No Transfer Stamp	Obtain final water reading	No		
Steger (Cook)	35 W. 34th St. Steger, IL 60475-1098 708-754-3395	None	Obtain final water reading; bill must be paid. Must make an appt.	No	Inspection must be ordered	Yes \$50
Stickney (Cook)	6533 Pershing Rd. Stickney, IL 60402-4018 708-749-4400	\$5.00/1,000 (round to nearest \$1)	Final water bill must be paid. Original deed, PTAX and county declaration, and copy of sales contract required. Signed letter of understanding and compliance required.	Yes \$25	Seller	Yes \$25
Stone Park (Cook)	1629 N. Mannheim Rd. Stone Park, IL 60165-1184 708-345-5550	\$4.00/1,000 (round to nearest \$1,000)	Inspection required 21 days in advance, obtain final water reading (4 days in advance) ; violations repaired or escrows for repairs required, water & sewer bills must be paid. Copy of deed, PTAX and Plat of Survey required. No personal checks	Yes (no fee)	Seller	Yes \$50+ (depends on # of units in bldg)
Streamwood (Cook)	301 E. Irving Park Rd. Streamwood, IL 60107-3096 630-837-0200 www.streamwood.org	\$3.00/1,000 (round to nearest \$1,000)	Final water bill must be paid. Copy of PTAX required. City dec required.	Yes \$10	Seller	No
Sugar Grove (Kane)	10 Municipal Dr. Sugar Grove, IL 60554-6901 630-466-4507	No Transfer Stamp	Obtain final water reading	No		
Summit (Cook)	7321 W. 59th St. Summit, IL 60501-1419 708-563-4800	None	Pay final water; get inspection form at summit-il.org	No	Home Inspection	Yes \$50

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Sycamore (DeKalb)	308 W. State St. Sycamore, IL 60178-1453 815-895-4515 www.cityofsycamore.com	00/1,000 (no rounding)	Obtain final water reading. City dec required	Yes	Buyer	No
Thornton (Cook)	002 E. Margaret St. Thornton, IL 60476-1292 708-877-4456	No Transfer Stamp	Obtain final water reading.	No		
Tinley Park (Cook)	16250 S. Oak Park Ave. Tinley Park, IL 60477-1600 708-444-5000	No Transfer Stamp	Obtain final water reading.			
University Park (Cook) (Will)	698 Burnham Dr. University Park, IL 60466 708-534-6451	\$1.00/1,000 (round to nearest \$1,000)	All sums due village must be paid. Nor personal checks. City dec required - NOT available online. Copy of Deed and Contract; call for a emailed or faxed form	Yes \$25	Seller	Yes \$250
Villa Park (DuPage)	20 S. Ardmore Ave. Villa Park, IL 60181-2696 630-834-8500	None	final water must be paid; complete request for final bills on line	No	Compliance Inspection	yes; \$50 no personal or business checks
Wauconda (Lake)	101 N. Main St. Wauconda, IL 60084-1888 847-526-9609 www.il.gov	None	Pre sale inspection 3-4 weeks in advance; Final water reading two days in advance and final bill must be paid. Deed & PTAX Required; no personal checks; credit card payment on-line only can't be winterized; check website for "as is" transaction requirements	No	Dwelling Inspection	Yes \$95

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Waukegan (Lake)	100 N. Martin Luther King Jr. Waukegan, IL 60085-4395 847-599-2500	None; \$100 for closing letter	Obtain final water reading; bill and any liens must be paid. Must obtain closing letter. 10 days required. Application is on the website. \$50 reissue fee if letter expires. Will need buyer personal information including driver's license number	No		No
West Chicago (DuPage)	75 Main St. West Chicago, IL 60185 630-293-2200 www.westchicago.org	None (see comments)	Obtain final water reading; bill must be paid. City form on website. Deed Certification Number required. Presale inspection required. Need Deed Cert Stamp for transfer AND exempt deeds	Yes		Yes \$100 plus \$0.12 per sq. ft
West Dundee (Kane)	102 S 2nd St. West Dundee, IL 60118 847-551-3805	No Transfer Stamp	Obtain final water reading.			
Westchester (Cook)	10300 W. Roosevelt Rd. Westchester, IL 60154-2596 708-345-0020		Final water bill must be paid. Original deed required. Certificate of Compliance Required. Variable fee based on type of property/# of dwelling units or commercial sq feet; 2 weeks notice for inspection, minimum three days to obtain cert	Yes	Seller	Yes \$225 +
	The village of Westchester requires mandatory inspection and review of the original deed or document relative to the transfer of ownership of real estate,. In addition, the Village of Westchester mandates that all title reports relative to real estate located within the Village of Westchester reflect the requirement of obtaining a transfer stamp on the original deed or document of transfer. Section 5 of the ordinance states, "Any firm, person, or corporation who participates in an sale or transfer in violation of this ordinance as sellers, buyers, or agents shall be fined not less than \$500.00 for such offense."					
Western Springs (Cook)	740 Hillgrove Ave. Western Springs, IL 60558 708-246-1800	No Transfer Stamp	Obtain final water reading; bill must be paid	No		

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Wheaton (DuPage)	303 W. Wesley St. Wheaton, IL 60187-0727 630-260-2027 www.wheaton.il.us	\$2.50/1,000 (round to nearest \$1,000)	Final water bill must be paid. PTAX required. City form on website and deed copy; also must complete utility application for new owner. *PUT ON ORT WEB*	Yes (\$25.00 fee)	Buyer	No
Wheeling (Cook)	255 W. Dundee Rd. Wheeling, IL 60090-2676 847-459-2600 www.wheelingil.gov	None	*Real Estate Transfer Certificate required on ALL DEEDS*; pay water and any outstanding bills; 7 day notice of final water and review of other debts; but do not send in application more than 10 days in advance. No personal checks. Cash, credit card, cashiers or certified check accepted.	No		No
Willowbrook (DuPage)	7760 Quincy St. Willowbrook, IL 60527-5594 630-323-8215	No Transfer Stamp	Obtain final water reading	No		No
Wilmette (Cook)	1200 Wilmette Ave. Wilmette, IL 60091-2793 847-251-2700	\$3.00/1,000 (round to nearest \$1,000)	Final water bill and other invoices must be paid. PTAX/Mydec required. ; must go to city 4-5 days prior to close to get stamps	Yes (no fee)	Buyer	No
Winfield (DuPage)	27W465 Jewell Rd. Winfield, IL 60190-1293 630-933-7100	No Transfer Stamp	Obtain final water reading	No		
Winnetka (Cook)	510 Green Bay Rd. Winnetka, IL 60093-2563 847-501-6000	No Transfer Stamp	Obtain final water reading. Water and electric bills must be paid.	No		
Winthrop Harbor (Lake)	830 Sheridan Rd. Winthrop Harbor, IL 60096 847-872-3846		Final water bill must be paid.	No		

REAL ESTATE TRANSFER ORDINANCES

Updated January 2019



Unless exempt by statute, whenever there is a transfer of title to real property or an Assignment of Beneficial Interest (A.B.I.) in a land trust, state, county, and municipal transfer tax stamps (where applicable) must first be purchased and affixed to the deed or A.B.I. before the document can be recorded. Below is a list of state, county, and municipal requirements relating to real estate transfer. This information is subject to change; contact the appropriate government body for current information.

City (County)	Address, Phone, Web	Amount of Tax	Special Requirements	Exempt Stamp Required?	Party Liable for Payment	Pre Transfer Inspection Required?
Woodridge (DuPage) (Will)	5 Plaza Dr. Woodridge, IL 60517-5014 630-852-7000 vil.woodridge. il.us	2.50/1,000 (round to nearest \$1,000)	Final water bill must be paid. Original Signed Deed or a copy and PTAX required. City form on website	Yes \$25 / \$100 late penalty if stamp not purchased within 30 days of transfer	Seller	No
Woodstock (McHenry)	121 W. Calhoun St. Woodstock, IL 60098-3218 815-338-4300	No Transfer Stamp	Obtain final water reading	No		
Worth (Cook)	7112 W. 111th St. Worth, IL 60482-1878 708-448-1181	None	Certificate of payment for water and sewer required \$20 fee	Yes (\$20)		No
Yorkville (Kendall)	800 Game Farm Rd. Yorkville, IL 60560-0901 630-533-4350	No Transfer Stamp	Obtain final water reading; bill must be paid.	No		
Zion (Lake)	828 Sheridan Rd. Zion, IL 60099-2674 847-746-4014	No Transfer Stamp	Obtain final water reading. Liens must be paid.	No		