



Affinity Title Services, LLC

REAL ESTATE TRANSFER ORDINANCES

Revised March 1, 2014

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.

Municipality and County	Address, Telephone, and Website	Amount of Tax	Where Stamps Can Be Purchased	Special Requirements	Exempt Stamp Required?	Penalties for Non-compliance	Party Liable for Payment	Pre Transfer Inspection Required?
State of Illinois		\$0.50/500	County Building			Deed will not be recorded. Falsification is a Class B Misdemeanor.	Buyer or Seller, (customarily Seller)	
All Illinois Counties		\$0.25/500	County Building			Deed will not be recorded. Falsification is a Class B Misdemeanor.	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)	Village Hall	Final water bill must be paid. Copy of PTAX & deed required. Obtain permit release from Community Development.	Yes \$50	Deed will not be recorded. Action by Village to collect interest & penalties. Possible fine of not more than \$500.	Buyer	Sewer Inspection.
Algonquin (McHenry)	2200 Hamish Dr. Algonquin, IL 30102-5995 847-658-2700 www.algonquin.org	None		Obtain final water reading.			Seller	
Alsip (Cook)	4500 W. 123rd St. Alsip, IL 60803-2599 708-385-6902 www.villageofalsip.org	\$3.50/1,000 (\$100 Minimum) (no rounding)	Village Clerk's Office	Obtain final water reading; bill must be paid. Copy of sales contract required. No personal checks.	Yes \$15 Original Executed Deed	Creates lien on property. 1% per month interest.	Seller	No
Arlington Heights (Cook)	3435 N. Kennicott Ave. Arlington Heights, IL 60004 847-368-5000 www.vah.com	None		Obtain final water reading and Copy of fully executed Sales Contract.			Seller	
Aurora (DuPage) (Kane) (Kendall) (Will)	44 E. Downer Place, Aurora, IL 60507-3302 630-256-3570 www.aurora-il.org	\$3.00/1,000 (round to nearest \$1,000)	City Hall Finance Dept	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. Open Statement of Accounts required on exempt and transfer of property (Order week in advance).	Yes	Fine of not less than \$200 more nor more \$1,000. Deed will not be recorded without transfer or exempt stamp.	Seller	
Barrington (Lake)	200 S. Hough St. Barrington, IL 60010-4399 847-304-3400 www.barrington-il.gov	None		Obtain final water reading.			Seller	
Bartlett (Cook) (DuPage) (Kane)	228 S. Main Street Bartlett, IL 60103-4495 630-837-0800 www.village.bartlett.il.us	\$3.00/1,000 (no rounding)	Village Hall	Obtain final water reading 2 Days prior or more before closing; bill must be paid. All sums due must be paid. Copy of deed or contract & PTAX required \$4.45 mailing fee for exempt stamp.	Yes	Deed will not be recorded.	Seller	No
Batavia (Kane)	100 N. Island Ave Batavia, IL 60510-1972 630-879-1424 www.cityofbatavia.net	None		Obtain final water reading. Need new buyers name.			Seller	
Bedford Park (Cook)	6701 S. Archer Ave Bedford Park, IL 60638 708-458-2067 www.villageofbedfordpark.com	\$ 50.00 Flat Fee	Village Clerk's Office	Final water bill must be paid.	Yes	Fine not less than \$50 nor greater than \$1,000.	Seller	Yes
Bellwood (Cook)	3200 Washington Blvd. Bellwood, IL 60104-1984 708-547-3500 www.vil.bellwood.il.us	\$5.00/1,000 (round to nearest \$1,000)	Village Hall Water Department	Obtain final water reading; bill and all sums due must be paid. Original deed, signed and notarized, and original Plat of Survey Required. Public sidewalk inspection Required.	Yes \$10	Creates lien on property. 1% per month interest and penalty of 10% of tax. Fine of \$200-\$1,000.	Seller	Yes \$175
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.			Seller or Buyer	
Berkeley (Cook)	5819 Electric Ave. Berkeley, IL 60163-1599 708-449-8840 www.berkeley.il.us		Village Hall	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.	Yes (If quit claim deed)	Deed will not be recorded.	Either	Yes \$300



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Municipality and County	Address, Telephone, and Website	Amount of Tax	Where Stamps Can Be Purchased	Special Requirements	Exempt Stamp Required?	Penalties for Non-compliance	Party Liable for Payment	Pre Transfer Inspection Required?
Berwyn (Cook)	6700 W 26th St. Berwyn, IL 60402-0701 708-788-2660 www.berwyn-il.gov	\$10.00/1,000 or 1% of Selling Price	City Hall City Collector	Obtain final water reading; bill must be paid. Original deed, and completed PTAX and county tax forms required. Payment by credit card, cash, cashier's check or money order only.	Yes \$100	1 1/2% per month interest and penalty of 10% of tax. Possible fine of \$200-\$500. Recorded lien on Property.	Seller	Yes \$50- single family
Bloomington (DuPage)	201 S. Bloomingdale Road Bloomington, IL 60108 630-893-7000 www.villageofbloomington.org	None		Obtain final water reading.			Seller	
Blue Island (Cook)	13051 S. Greenwood Ave. Blue Island, IL 60406 708-597-8606 www.blueisland.org	\$100.00 Certificate of Occupancy	City Hall Building Department	Seller must make an appointment for inspection prior to sale.			Seller	Yes \$100
Bolingbrook (DuPage) (Will)	375 W. Briarcliff Rd. Bolingbrook, IL 60440-3829 630-226-8430 www.bolingbrook.com	\$7.50/1000 (round to nearest \$500)	Bolingbrook City Finance Department	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	1% per month interest and penalty of 50% of tax. Possible fine up to \$500.	Buyer/Seller split 50/50	No
Broadview (Cook)	2350 S. 25th Ave. Broadview, IL 60155-3829 708-681-3600 www.villageofbroadview.com	None		Obtain final water reading; Bill must be paid. Must contact building department for pretransfer inspection.	Yes		Seller	Yes \$100
Brookfield (Cook)	8820 Brookfield Ave. Brookfield, IL 60513-1688 708-485-4355 www.brookfieldil.gov	None		Obtain final water reading, Bill must be paid. Compliance inspection required.			Seller	Yes \$100
Buffalo Grove (Cook) (Lake)	50 Raupp Blvd. Buffalo Grove, IL 60089 847-459-2500 www.vbg.org	\$3.00/1,000 (round to nearest \$1,000)	Village Hall	Obtain final water reading; bill tickets, and invoices must be paid. Copy of deed or PTAX required.	Yes	1% per month interest and penalty of 10% of tax and interest.	Seller	No
Burbank (Cook)	6530 W. 79th St. Burbank, IL 60459-1198 708-599-5500 www.burbankil.gov	\$5.00/1,000 (no rounding)	City Hall	Obtain final water reading; bill must be paid. Original deed is required. No personal checks.	No	1% per month interest and penalty of 100% of tax. Tax lien on Property.	Seller	No
Burnham (Cook)	14450 Manistee Ave. Burnham, IL 60633-2095 708-862-9150 burnham.pausetime.com	\$5.00/1,000 (no rounding)	Village Hall	Final water bill must be paid. Cash or money order required.	Yes	Deed will not be recorded.	Buyer	No
Calumet City (Cook)	204 Pulaski Rd. P.O. Box 1519 Calumet City, IL 60409 708-891-8116 www.calumetcity.org	\$8.00/1,000 (round to nearest \$1,000) \$4.00 Buyer \$4.00 Seller	City Hall City Clerk's Office	Final water bill must be paid. PTAX & Plat of Survey required.	Yes \$50	1% per month interest & penalty of 50% of tax. Possible fine up to \$500.	Buyer/Seller split 50/50	Yes \$100
Calumet Park (Cook)	12409 S. Throop St. Calumet Park, IL 60827 708-389-0851 www.calumetparkvillage.org	\$5.00/1000 (round to nearest \$1,000)	Village Hall	Obtain final water reading; bill must be paid. No personal checks.	Yes \$15	Upon conviction, fine not less than \$500 for each offense.	Buyer	Yes \$100
Carol Stream (DuPage)	500 N. Gary Ave. Carol Stream, IL 60188 630-665-7050 www.carolstream.org	\$3.00/1,000 (round to nearest \$1,000)	Village Hall Finance Dept.	Obtain final water reading; bill must be paid. Copy of sales contract & PTAX required.	Yes \$25	Deed will not be recorded.	Seller	No
Carpentersville (Kane)	1200 L.W. Besinger Dr. Carpentersville, IL 60110 847-551-3476 vil.carpentersville.il.us			Obtain final water reading.			Seller	



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Channahon (Grundy) (Will)	24555 S. Navajo Dr. Channahon, IL 60410-5600 815-467-6644 www.channahon.org	\$3.00/1,000 (round to nearest \$1,000)	Village Hall	Final water bill must be paid. Original deed required.	Yes	1.5% per month interest & penalty of 50% of tax.	Buyer	No
Chicago (Cook)	121 N. LaSalle St. Rm 107 Chicago, IL 60602-1288 312-747-4747 www.cityofchicago.com	\$7.50/1,000(Buyer) \$3.00/1,000 (Seller) (No Rounding)	City Hall	Final water must be paid, Zoning cert. Except for commercial & Condo's.	No	Deed will not be recorded. Fines from \$50-300 for first offense. Repeated offenses punishable by incarceration.	Buyer or Seller	No
Chicago Heights (Cook)	1601 Chicago Rd. Chicago Heights, IL 60411-3487 708-756-5300 www.chicagoheights.net	\$4.00/1,000 (round to nearest \$1,000)	City Hall City Clerk's Office	Purchase need to obtain final water reading; bill must be paid. Copy of deed required. No personal check or title company check. Accept Visa and Mastercard.	Yes Need Original Deed	Deed will not be recorded.	Seller	Sale/Yes \$50
Cicero (Cook)	4937 West 25th St. Cicero, IL 60804-3435 708-656-3600 www.thetownofcicero.com	\$10.00/1,000 (round to nearest \$1,000)	Town Hall Building Department	Final water bill must be paid and all documents must be reviewed. Submission of all documents at least 2-3 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	Yes \$50	1% per month interest and penalty of 10% of tax. Possible fine of \$200-\$500. Recorded lien on property. On HUD deals the buyer pays transfer tax. HUD not exempt.	Seller	Yes \$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 two or three business days prior to the anticipated closing date to avoid delay. Please contact the Town of Cicero, 708-656-3600, for further information.								
Clarendon Hills (DuPage)	1 N. Prospect Ave. Clarendon Hills, IL 60514 630-323-3500 www.clarendonhills.us	None		Obtain final water reading; bill must be paid.			Seller	No
Country Club Hills (Cook)	4200 W. 183rd St. Country Club Hills, IL 60478-5338 708-798-2616 www.countryclubhills.org	\$5.00/1,000 (min. \$50) (round to nearest \$1,000)	City Hall	Obtain final water reading; bill must be paid. Obtain Certificate of Occupancy. No personal checks. Mastercard and Visa accepted.	Yes \$50	Deed will not be recorded.	Seller	Yes \$50
Countryside (Cook)	5550 East Ave. Countryside, IL 60525-3689 708-354-7270 www.countryside-il.org	\$50.00 Flat Fee	City Hall	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. Visa and Mastercard accepted.	Yes \$50	5% per month interest and penalty in amount of Tax.	Seller	Yes \$175 for Single Family \$225 for Commercial
Crystal Lake (McHenry)	100 W. Municipal Complex P.O. Box 597 Crystal Lake, IL 60039-0597 815-459-2020 www.crystallake.org			Obtain final water reading.			Seller	
Darien (DuPage)	1702 Plainfield Rd. Darien, IL 60561-5044 630-852-5000 www.darien.il.us			Final water & sewer bills must be paid.			Seller	
Deerfield (Lake)	850 Waukegan Rd. Deerfield, IL 60015-3279 847-945-5000 www.deerfield.il.us			Obtain final water reading.			Seller	
DeKalb (DeKalb)	200 South 4th St. DeKalb, IL 60115-3720 815-748-2000 www.cityofdekab.com			Obtain final water reading.			Seller	
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)	City Hall Comptroller's Office	PTAX & Plat of Survey required.	Yes \$10		Seller	Rental property only.



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Dolton (Cook)	14014 Park Ave. Dolton, IL 60419-1098 708-849-4000 www.vodolton.org	\$5.00/1,000 (round to nearest \$1,000) & \$50.00 Stamp Fee	Village Hall	Obtain final water reading; bill must be paid.	No	Deed will not be recorded.	Seller	Yes \$200
Downers Grove (DuPage)	801 Burlington Ave. Downers Grove IL 60515 630-434-5500 www.downers.us	None		Obtain final water reading; bill must be paid.			Seller	
East Hazel Crest (Cook)	1904 174th St. Hazel Crest, IL 60429-1483 708-798-0213 www.easthazelcrest.com	\$ 25.00 Flat Fee	Village Hall Village Clerk	Final water bill and any other liens or bills must be paid.	Yes	Deed will not be recorded. Fine not less than \$200 no more than \$1,000.	Buyer	No
Elgin (Cook) (Kane)	150 Dexter Ct. Elgin, IL 60120-5555 847-931-5639 www.cityofelgin.org	None	City Hall	Schedule final water reading 5 days before closing. Final water bill and all money due city must be paid. Visa, Mastercard & Discover accepted. No personal checks over \$200.00.	Yes	Creates lien on property/ 1% per month interest and penalty of 50% of tax. Fine not less than \$200 and not more than \$1,000.	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)	Village Hall	Schedule final water reading 2 days before closing; bill must be paid. Copy of deed and PTAX required. No personal checks or credit cards.	Yes \$10	1% interest & penalty of 10% of tax.	Seller	No
Elmhurst (Cook) (DuPage)	209 N. York St. Elmhurst, IL 60126-2755 630-530-3117 www.elmhurst.org	\$1.50/1,000 (round to nearest \$1,000)	City Finance Office	Final water bill & all sums due city must be paid. Copy of deed, PTAX, Declaration & signed sales contract required.	No	Deed will not be recorded.	Seller	Sump pump inspection only
Elmwood Park (Cook)	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 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 11 Conti Pkwy. Elmwood Park, IL 60707 708-452-7300 www.elmwoodpark.org	\$5.00/1,000	Village Hall	Final water & sewer bills must be paid. Copy of deed & PTAX required. No personal checks. Visa, Mastercard & Discover accepted.	Yes \$35	Fine of not more than \$500.	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)	City Clerks Office	Obtain final water reading; bill must be paid. Personal checks accepted when sales price is below \$1 million. Visa, Mastercard & Discover accepted.	Yes \$100	10% of total bill fine, plus 1% interest monthly. Deed will not be recorded.	Seller	Depends if vacant - check with City
Evergreen Park (Cook)	9418 S. Kedzie Ave. Evergreen Park, IL 60805 708-422-1551 www.evergreenpark-ill.com	\$5.00/1,000 (round to nearest \$1.00)	Village Hall	Obtain final water reading; water and sewer bills must be paid. No personal checks.	Yes	Deed will not be recorded.	Seller	Yes \$100 inspection & zoning
Flossmoor (Cook)	2800 Flossmoor Rd, Flossmoor, IL 60422-1186 708-798-2300 www.flossmoor.org	None		Obtain final water reading- bill will be mailed to seller at new address.			Seller	No
Forest Park (Cook) (DuPage)	5174 Des Plaines Ave. Forest Park, IL 60130-1800 708-366-2323 www.forestpark.net	None		Compliance stamp required. Inspection fee varies depending on property type. Obtain final water reading. Deed & PTAX form need when acquiring transfer stamps.	Yes	Deed will not be recorded without a compliance stamp.	Seller	Yes \$300 single family \$200 Condo
Fox River Grove (McHenry)	305 Illinois St. Fox River Grove, IL 60021-1197 847-639-3170 www.foxrivergrove-il.org	None		Obtain final water reading, all sums due village must be paid.			Seller	
Frankfort (Will)	432 W. Nebraska St. Frankfort, IL 60423-4001 815-469-2177 www.villageoffrankfort.com	None		Obtain final water reading.			Seller	



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Franklin Park (Cook)	9500 Belmont Ave. Franklin Park, IL 60131 847-671-4800 www.vofp.com	\$40 Flat Fee	Village Hall Building Department	Final water bill must be paid. Submit current survey and original deed to Building Dept. at least 3 days prior to closing.	Yes	Deed will not be recorded. Possible fine of \$500.	Seller	Yes \$75 at time of listing
Glen Ellyn (DuPage)	535 Duane St. Glen Ellyn, IL 60137-4699 630-469-5000 www.glenellyn.org	\$3.00/1,000 (round to nearest \$1,000)	Village Hall Cashier's Office	Water, sewer, parking tickets and other sums due village must be paid. Sales contract or deed required. Clear water inspection 90 days before closing.	Yes	Deed will not be recorded.	Seller	\$50 Clear Water Inspection
Glencoe (Cook)	675 Village Ct. Glencoe, IL 60022-1699 847-835-4114 www.villageofglencoe.org	None		Obtain final water reading.			Seller	
Glendale Heights (DuPage)	300 Civic Center Plaza Glendale Heights, IL 60139 630-260-6030 www.glendaleheights.org	\$3.00/1,000 (round to nearest \$1,000)	Village Hall	Obtain final water reading; water & sewer bills must be paid. Copy of deed, PTAX and Plat of Survey required. No personal checks.	Yes \$25	Deed will not be recorded.	Seller	Yes \$50
Glenview (Cook)	1225 Waukegan Rd. Glenview, IL 60025-3071 847-904-4350 www.glenview.il.us	None		Final water bill must be paid.			Seller	
Glenwood (Cook)	1 Asselborn Way Glenview, IL 60425-1600 708-753-2400 www.villageofglenwood.com	\$5.00/1,000 (round to nearest \$1000)	Village Hall Clerk's Office	Final water bill must be paid. Copy of contract required. No personal checks. Mastercard, American Express & Discover accepted. Visa not accepted.	Yes	Deed will not be recorded.	Seller	Yes \$100 single family
Golf (Cook)	1 Briar Road Golf, IL 60029 (847)998-8852 www.villageofgolf.us	\$ 20.00 Flat Fee		Water certificate issued when final water bill is paid.			Seller	
Green Oaks (Lake)	2020 O'Plaine Rd Green Oaks, IL 60048-1547 847-362-5363 www.greenoaks.org	None		Obtain final water reading.			Seller	
Gurnee (Lake)	325 N O'Plaine Rd. Gurnee, IL 60031-2610 847-599-7500 www.gurnee.il.us	None		Obtain final water reading. All liens must be paid.			Seller	Water shut off
Hainesville (Lake)	100 N. Hainesville Rd. Hainesville, IL 60030-1057 847-223-2032 www.hainesville.org	None		Obtain final water reading.			Seller	Yes \$40
Hampshire (Kane)	234 S. State St. Hampshire, IL 60140-0457 847-683-2181 www.hampshireil.org	None		Obtain final water reading.			Seller	
Hanover Park (Cook) (Dupage)	2121 W. Lake St. Hanover Park, IL 60133 630-372-4200 www.hanoverparkillinois.org	\$1.50/500 (Round to \$1.00)	Village Hall Finance Office	Obtain final water reading. All sums due village must be paid. Copy of PTAX required. American Express accepted.	Yes \$10	Deed will not be recorded. 1% per month interest & penalty of 50% of tax. Fine not more than \$500. Creates lien on property.	Seller	No
Harvard (McHenry)	201 W. Front St. Harvard, IL 60033 815-943-6468 www.cityofharvard.org	None		Final water bill must be paid.			Seller	
Harvey (Cook)	15320 Broadway Ave Harvey, IL 60426-3396 708-210-5300 www.cityofharvey.org	Stamp \$4.00/1,000 - buyer/seller split plus \$45.00 fee to buyer administration processing fee	City Hall City Clerk's Office Building & Planning Office	Obtain final water reading; bill must be paid. Copy of deed required.	Yes \$45	1% per month interest & penalty of 50% of tax. Possible fine of \$50-\$1,000.	Buyer/Seller split 50/50	Yes \$75 single family



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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)	Village Hall	Final water bill must be paid. Deed & PTAX Required.	Yes \$50	Fine of \$50-\$1000.	Buyer	Yes \$50
Hazel Crest (Cook)	2903 W 175th Street. Hazel Crest, IL 60429-1129 708-335-9630 www.villageofhazelcrest.com	None		Obtain final water reading; bill must be paid.			Seller	Yes \$100
Hickory Hills (Cook)	8652 W. 95th St. Hickory Hills, IL 60457-1799 708-598-4800 http://hickoryhillsil.org	None		Obtain final water reading; bill must be paid. Sewer inspection required.			Seller	Yes
Highland Park (Lake)	1707 Saint Johns Ave. Highland Park, IL 600353 847-432-0800 www.cityhpil.com	\$5.00/1,000	Village Hall	Final water bill must be paid. Original deed required. No personal checks.	Yes	Fine of \$200-\$1,000.	Seller	No
Highwood (Ft. Sheridan Area Only) (Lake)	17 Highwood Ave. Highwood, IL 60040-1595 847-432-1924 www.cityoffhighwood.com	\$5.00/1,000 (no rounding)	City Hall	Sewer bill must be paid. Copy of deed required. No personal checks.	Yes	Deed will not be recorded.	Seller	Yes \$50
Hillside (Cook)	425 N. Hillside Ave. Hillside, IL 60162-1695 708-449-6450 www.hillside-il.org	\$7.50/1,000 (no rounding)	Village Hall Village Clerk	Final water bill must be paid. Original PTAX & Plat of Survey required.	Yes	1% per month interest and penalty of 50% of tax. Possible fine up to \$500.	Buyer	Yes \$50
Hinsdale (DuPage)	19 E. Chicago Ave. Hinsdale, IL 60521-3489 630-789-7022 www.villageofhinsdale.org	None		Obtain final water reading.			Seller	
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)	Village Hall	Final water & garbage bill must be paid. PTAX required.	Yes \$10	1% per month interest and penalty of 50% of tax.	Seller	No
Hometown (Cook)	4331 Southwest Hwy Hometown, IL 60456 708-424-7500 www.cityofhometown.com	None		Obtain final water reading; bill must be paid.			Seller	Yes \$50
Homewood (Cook)	2020 Chestnut Rd Homewood, IL 60430-1776 708-798-3000 www.village.homewood.il.us	None		Obtain final water reading.			Seller	
Huntley (McHenry)	10987 Main St Huntley, IL 60142-7394 847-669-9600 www.huntley.il.us	None		final water bill must be paid.			Seller	
Island Lake (Lake) (McHenry)	3720 Greenleaf Ave. Island Lake, IL 60042-9506 847-526-8764 www.villageofislandlake.com	None		Obtain final water reading; Water, sewer & garbage bills must be paid.			Seller	Yes \$50 - Electrical compliance cert
Itasca (DuPage)	550 W. Irving Park Rd Itasca, IL 60143-2018 630-773-0835 www.itasca.com	None		Obtain final water reading; bill must be paid.			Seller	
Johnsburg (McHenry)	1515 Channel Beach Johnsburg, IL 60050-8904 815-724-3781 www.johnsburg.org	None		Final water bill must be paid.			Seller	



Affinity Title Services, LLC

REAL ESTATE TRANSFER ORDINANCES

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Municipality and County	Address, Telephone, and Website	Amount of Tax	Where Stamps Can Be Purchased	Special Requirements	Exempt Stamp Required?	Penalties for Non-compliance	Party Liable for Payment	Pre Transfer Inspection Required?
Joliet (Will) (Kendall)	150 W. Jefferson St Joliet, IL 60432-4158 815-724-3902 www.cityofjoliet.info	\$3.00/1,000 (round to nearest \$1.00)	City Hall	All sums due city must be paid. Obtain final water reading. Original deed required.	Yes	11/2% per month interest and penalty of 50% of tax.	Seller	No
Justice (Cook)	7800 Archer Rd Justice, IL 60458-1199 708-458-2520 www.villageofjustice.org	None		Obtain final water reading; Water, sewer & garbage bills must be paid.			Seller	Yes \$100
La Grange Park (Cook)	447 N.Catherine Ave LaGrange Park, IL 60526 708-354-0225 www.lagrangepark.org	None		Obtain final water reading.			Seller	
Lake Bluff (Lake)	40 E. Center Ave. Lake Bluff, IL 60044-2597 847-234-0774 www.lakebluff.org	None		Obtain final water reading.			Seller	
Lake Forest (Lake)	220 E .Deerpath Rd Lake Forest, IL 60045-1914 847-234-2600 www.cityoflakeforest.com	\$4.00/1,000 (round to the next \$5)	City Hall	Obtain final water reading. PTAX copy of deed, and city declaration form required.	Yes \$50		Buyer	Yes \$150- Seller
Lake in the Hills (McHenry)	600 Harvest Gate Lake in the Hills, IL 60156 847-960-4700 www.lith.org	None		Obtain final water reading. Sewer & garbage bills must be paid.			Seller	
Lakemoor (McHenry)	234 Rand Rd Lakemoor, IL 60051 815-385-1117 www.lakemoor.net	None		Obtain final water reading.			Seller	
Lake Villa (Lake)	65 Cedar Ave.P.O. Box 519 Lake Villa, IL 60046-0519 847-438-5141 www.lake-villa.org	None		Final water and sewer bills must be paid.			Seller	
Lake Zurich (Lake)	70 E. Main St. Lake Zurich, IL 60047-2416 847-438-5141 www.volz.org	None		Obtain final water reading.			Seller	
Lansing (Cook)	3141 Ridge Road Lansing, IL 60438 708-895-7200 www.villageoflansing.org	None		Obtain final water certificate of payment for recordings. All outstanding fees owed to village must be paid.			Seller	
Lemont (DuPage)	418 Main St. Lemont, IL 60439-3708 630-257-1550 www.lemont.il.us	None		Obtain final water reading.			Seller	
Libertyville (Lake)	118 W. Cook Ave Libertyville,IL 60048-1874 847-362-2430 www.libertyville.com	None		Final water bill must be paid.			Seller	
Lincolnshire (Lake)	1 Olde Half Day Rd Lincolnshire,IL 60069-3035 847-883-8600 www.village.lincolnshire.il.us	\$3.00/1,000 (round to nearest \$1,000)	Village Hall	Obtain final water reading; bill must be paid. Copy of PTAX required.	Yes	Recorded lien on property. Upon conviction, fine of \$50-\$500.	Buyer	No
Lincolnwood (Cook)	6900 N. Lincoln Ave Lincolnwood, IL 60712 847-673-1540 www.lincolnwoodil.org	None		Obtain final water reading, bill must be paid. Certificate of payment required \$20.			Seller	



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Lisle (DuPage)	925 Burlington Ave Lisle, IL 60532-1838 630-271-4150 www.villageoflisle.org	None		Obtain final water reading.			Seller	
Lockport (Will)	222 E. 9th Street Lockport, IL 60441-3497 815-838-0549 www.lockport.org			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.	Final water meter reading.			
Lombard (DuPage)	255 E. Wilson Ave. Lombard, IL 60148-3931 630-620-5700 www.villageoflombard.org	None		Obtain final water reading.			Seller	
Lynwood (Cook)	21460 Lincoln Hwy Lynwood, IL 60411-8742 708-758-6101 www.lynwoodil.us	None		Obtain final water reading.			Seller	Yes \$100
Lyons (Cook)	4200 Lawndale Lyons, IL 60534-1246 708-447-8886 www.villageoflyons-il.org	None		Obtain final water reading. Heating/Air/Termite Inspection required.			Seller	Yes \$100
Markham (Cook)	16313 Kedzie Ave Markham, IL 60428-5598 708-331-4905 www.cityofmarkham.net	None		Obtain final water reading; bill must be paid. Inspection compliance stamp required. \$ 50.00 Water Stamp. Occupancy permit required prior to sale.		Deed will not be recorded without stamp	Seller	Yes \$125
Matteson (Cook)	4900 Village Commons Matteson, IL 60443-2666 708-283-4900 www.villageofmatteson.org	None		Obtain final water reading; all sums due village must be paid.			Seller	Yes \$60
Maywood (Cook)	40 Madison St. Maywood, IL 60153-2323 708-450-4405 www.maywood-il.org	\$4.00/1,000 (round to nearest \$1,000)	Village Hall	Final water bill must be paid. Original deed required. Certificate of Compliance must be obtained.	Yes	11/2% per month interest and penalty of 10% of tax. Possible fine of \$200-\$1,000.	Seller	Yes \$90
McCook (Cook)	5000 Glencoe Ave McCook, IL 60525-7801 708-447-9030 www.villageofmccook.org	\$5.00/1,000 (minimum \$100.00)	Village Hall	Final water bill must be paid. Original deed required.	Yes	A fine of not less than \$200 will be imposed.	Seller	Yes \$50
Melrose Park (Cook)	1000 N. 25th Ave Melrose Park, IL 60160-3088 708-343-4000 www.melrosepark.org	\$150 (Pre-transfer inspection included in price)		Obtain final water reading; bill must be paid. Original deed required. Certificate of Compliance required.			Seller	Yes \$150
Mettawa (Lake)	26225 N Riverswoods Blvd Mundelein, IL 60060-3804 847-573-1460 www.mettawa.org	\$5.00/1,000 (round to nearest \$1,000)	Village Hall Village Clerk's Office	Final water bill must be paid.	Yes \$50	1% per month interest and penalty of 10% of tax. Lien in amount of tax.	Buyer	No
Midlothian (Cook)	14801 Pulaski Rd Midlothian, IL 60445-3499 708-385-8642 www.villageofmidlothian.net	None		Obtain final water reading.			Seller	



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Minooka (Grundy)	121 McEvilly Road Minooka, IL 60477 815-467-2151 www.minooka.com	None		Need final water bill.				
Monee	5130 West Court Street Monee, IL 60448 708-534-8301 www.villageofmonee.org	None	Village Hall	Obtain final water reading/any outstanding village bills. Property inspection required before closing.	Yes		Seller	Yes \$50
Mokena (Will)	11004 Carpenter St. Mokena, IL 60448-1595 708-479-3900 www.mokena.org	None		Obtain final water reading.			Seller	
Morton Grove (Cook)	6101 Capulina Ave Morton Grove, IL 60053-2985 847-965-4100 www.mortongroveil.org	\$3.00/1,000 (round to nearest \$1,000)	Village Hall	Final water & sewer bills must be paid. Copy of PTAX & Sales Contract required. No personal checks.	Yes \$25	1% per month interest and penalty of 50% of tax. Possible fine of \$200-\$500. Recorded lien on property.	Seller	No
Mount Prospect (Cook)	50 S. Emerson St. Mount Prospect, IL 60056 847-392-6000 www.mountprospect.org	\$3.00/1000 (round to nearest \$1,000)	Village Hall (or downtown office)	Obtain final water reading. All sums due village must be paid. Copy of PTAX required.	Yes \$15	Deed will not be recorded. Action by village to collect interest & penalties.	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 www.mundelein.org	None		Obtain final water reading			Seller	
Naperville (DuPage) (Will)	400 S. Eagle St. Naperville, IL 60566-7020 630-420-6059 www.naperville.il.us	\$3.00/1,000 (round to nearest \$500)	Village Hall Municipal Center	Obtain final water reading. City transfer declaration and copy of sales contract required.	Yes	1% per month interest and penalty of 10% of tax. Possible fine of \$200-\$500. Recorded lien on property.	Buyer	No
New Lenox (Will)	701 W. Haven Ave New Lenox, IL 60451-2199 815-485-6452 www.newlenox.net	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.						
Niles (Cook)	1000 Civic Center Dr Niles, IL 60714-3229 847-588-8032 www.vniles.com	\$3.00/1,000 (round to nearest \$1,000)	Village Hall	Final water bill must be paid. City transfer declaration and sales contract required. Statement of Open Accounts form required	Yes \$25	1/5% per month interest and penalty of 10% of tax. Tax lien on property.	Buyer	Yes \$25
Norridge (Cook)	4000 N. Olcott Ave Norridge, IL 60706-1199 708-453-0800 www.villageofnorridge.com	None		Water bill must be paid. Copy of sales contract required.			Seller	Yes \$25
North Aurora (Kane)	25 E. State St North Aurora, IL 60542-1684 630-897-8228 www.vil.north-aurora.il.us	None		Obtain final water reading; bill must be paid.			Seller	No
North Chicago (Lake)	1850 Lewis Ave North Chicago, IL 60064 847-596-8620 www.northchicago.org	\$5.00/1,000 (round to nearest \$1,000)	Office of the Comptroller City Hall	Final water bill must be paid. Copy of contract and original transfer form signed by both parties required. No personal checks.	Yes	1% per month interest and penalty of 105 of tax. Upon conviction fine of \$50- Buyer \$50.		Yes \$50
North Riverside (Cook)	2401 S. Des Plaines Ave North Riverside, IL 60546 708-447-4211 www.northriverside-il.org	None		Plat of Survey.			Seller	Yes \$405



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Northbrook (Cook)	1225 Cedar Lane Northbrook, IL 60062 (847)272-5050 www.northbrook.il.us	None		Final water bill must be paid.			Seller	
Northfield (Cook)	361 Happ Rd Northfield, IL 60093-3482 847-446-9200 www.northfieldil.org	None		Obtain final water reading.			Seller	
Northlake (Cook)	55 E. North Ave Northlake, IL 60164-2489 708-343-8700 www.northlakecity.com	Compliance Letter & Transfer Stamp (included with inspection)		Final water reading and bill must be paid. Plat of Survey.	Yes		Seller	Yes \$250
Oak Brook (DuPage)	1200 Oak Brook Rd Oak Brook, IL 60523-2255 630-368-5000 www.oak-brook.org	None		Obtain final water reading.			Seller	
Oak Forest (Cook)	15440 S. Central Ave Oak Forest, IL 60452-2195 708-687-4050 www.oak-forest.org	None		Final water bill must be paid.			Seller	Yes
Oak Lawn (Cook)	9446 Raymond Ave Oak Lawn, IL 60453-2449 708-636-4400 www.oaklawn-il.gov	\$5.00/1,000 (round to nearest \$1,000)	Village Office (Or downtown office)	Final water bill must be paid No personal checks. Lead time of 5-7 days before you can purchase/pickup Oak Lawn Transfer Stamps. Oak Lawn needs to investigate any water, tickets, parking issues, or violations that need to be paid prior to obtaining stamps. Oak Lawn Declaration form must be faxed or emailed Fax # 708-499-7823 or jgalzin@oaklawn-il.gov Attention: Jeanne - Please let them know closing date.	Yes	1% per month interest and penalty of 10% of tax. Possible fine of \$200-\$1000. Recorded lien on property.	Seller	No
Oak Park (Cook)	123 Madison St. Oak Park, IL 60302-4295 708-383-6400 x 5 www.oak-park.us	\$8.00/1,000 (round to nearest \$1,000) \$30.00 exempt stamp	Village Hall	Obtain final water and sewer reading. Copy of sales contract or PTAX required.	Yes \$30.00	1% per month interest and penalty of 10% of tax. Possible fine of \$200-\$500. Recorded lien on property.	Seller	No
Oakbrook Terrace (DuPage)	17W275 Butterfield Rd Oakbrook Terrace, IL 60181 630-941-8300 www.oakbrookterrace.net	None		Obtain final water reading.			Seller	
Olympia Fields (Cook)	20040 Govenors Hwy. Olympia Fields, IL 60461 708-503-8000 www.olympia-fields.com	None		Obtain final water reading.			Seller	Yes \$50
Orland Park (Cook)	14700 Ravinia Ave Orland Park, IL 60462-3167 708-403-6100 www.orland-park.il.us	None		Obtain final water reading.			Seller	
Palatine (Cook)	200 E. Wood St. Palatine, IL 60067-5339 847-359-9088 www.palatine.il.us	None		Final water must be paid.			Seller	



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Palos Heights (Cook)	7607 W. College Dr. Palos Heights, IL 60463 708-361-1804 www.palosheights.org	None		Obtain final water reading.			Seller	
Palos Hills (Cook)	10335 S. Roberts Rd. Palos Hills, IL 60465-1929 708-598-3400 www.paloshillsweb.org	None		Obtain final water reading.			Seller	Yes \$50
Park Forest (Cook) (Will)	350 Victory Dr Park Forest, IL 60466-2068 708-748-1112 www.villageofparkforest.com	\$5.00/1,000 (round to nearest \$1,000)	Village Hall Building Dept.	All sums due city must be paid.	Yes \$15	Lien against the property for the amount of the tax.	Seller	Yes \$100
Park Ridge (Cook)	505 Butler Pl. Park Ridge, IL 60008-4182 847-318-5289 www.parkridge.us	\$2.00/1,000 (round to nearest \$1000)	City Hall	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.	Yes \$25	Deed will not be recorded. Not more than \$500 fine.	Seller	Yes
Peoria (Peoria)	419 Fulton St. Ste. 401 Peoria, IL 61602-1217 309-494-8565 www.ci.peoria.il.us	\$2.50/1,000 (round to nearest \$1,000)	City Hall		Yes	Deed will not be recorded.	Seller	No
Phoenix (Cook)	633 E. 151st St. Phoenix, IL 60426-2452 708-331-2636 www.villageofphoenix.com	Call village		Final water bill must be paid.			Seller	Yes \$50
Plainfield (Will)	2400 W. Lockport St. Plainfield, IL 60544-1778 815-436-7093 www.plainfield-il.org	If the property is incorporated in the Village of Plainfield, there is no transfer tax. However, some properties with a Plainfield mailing address are actually incorporated into an adjacent municipality. Call the Plainfield City Clerk with the address to see if the property is incorporated into another adjacent municipality and, if so, determine that municipality has a transfer tax.						
Posen (Cook)	2440 Walter Zinny Dr. Posen, IL 60469-1395 708-385-0139 www.villageofposen.org	None		Obtain final water reading; bill and all fines must be paid.			Seller	Yes \$170
Richton Park (Cook)	4455 W. Sauk Trail Richton Park, IL 60471-1197 708-481-8950 www.richtonpark.org	None		Liens and water bill must be paid. Heating certification and original deed required.			Seller	Yes \$75 single family
River Forest (Cook)	400 Park Ave River Forest, IL 60305-1798 708-366-8500 www.river-forest.us	\$1.00/1,000 (round up by \$1.00)	Village Clerks Office Village Hall	Final water bill must be paid. Copy of PTAX required.	Yes	1% per month interest and penalty of 10% of tax. Possible fine of \$200-\$500. Recorded lien on property.	Seller	Yes
River Grove (Cook)	2621 Thatcher Ave. River Grove, IL 30171-1698 708-453-8000 www.vorg.us The village of River Grove requires mandatory inspection and review of the original deed or document of transfer regarding property located within the village. In addition, the Village of River Grove mandates that all title reports reflect the requirement of obtaining a transfer	\$50/trans if single family	Village Hall	\$50 SFR/Condo Flat Fee. \$100 Commercial Flat Fee. Final water bill must be paid. Copy of deed required.	Yes	Deed will not be recorded.	Seller	Yes \$50
Riverdale (Cook)	157 W. 144th St. Riverdale, IL 60827-2392 708-841-2200 www.villageofriverdale.org	\$3.00/1000		Final water must be paid. Inspection Required.			Seller	Yes \$200
Riverside (Cook)	27 Riverside Rd. Riverside, IL 60546-2299 708-447-2700 www.riverside.il.us	None		Compliance Certificate. Obtain final water reading; bill must be paid. Termite inspection and copy of deed and survey required.	Compliance Certificate		Seller	Yes \$175



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Robbins (Cook)	3327 W. 137th St. Robbins, IL 60472-1699 708-385-8940 www.robbsins-il.com	\$25.00	Village Hall	Final water bill must be paid. City transfer declaration and copy of deed required.	Yes		Seller	Yes \$80
Rolling Meadows (Cook)	3600 Krichoff Rd. Rolling Meadows, IL 60008 847-394-8500 www.ci.rolling-meadows.il.us	\$3.00/1,000 (round to nearest \$1,000)	City Hall	Final water and sewer bills must be paid. Copy of deed and PTAX Required.	Yes \$50	Deed will not be recorded.	Seller	Water Reading Only
Romeoville (Will)	1050 Romoe Dr. Romeoville, IL 60446-1390 815-886-7200 www.romeoville.org	\$3.50/1,000 (round to nearest \$500)	Village Hall	Final water bill and all municipal debts must be paid.	Yes \$40	Deed will not be recorded.	Buyer	No
Roselle (DuPage)	31 S. Prospect St. Roselle, IL 60172-2097 630-980-2000 www.roselle.il.us	None		Obtain final water reading.			Seller	
Yorkville (Kendall)	9501 W. Devon Ave. Rosemont, IL 60018-4823 847-825-4404 www.rosemont.com	None		Obtain final water reading.			Seller	
Round Lake Beach (Lake)	1937 N Municipal Way Round Lake Beach, IL 60073 847-546-2351 www.villageofroundlakebeach.com	None		Obtain final water reading.			Seller	Yes \$75
Round Lake Heights (Lake)	629 W. Pontiac Ct. Round Lake Hgts, IL 60073 847-546-1206 www.villageofroundlakeheights.com	None		Obtain final water reading.			Seller	Yes \$75
Round Lake Park (Lake)	203 E. Lake Shore Dr. Round Lake Park, IL 60073 847-546-2790 www.roundlakepark.us	None		Obtain final water reading.			Seller	Yes \$50
Sauk Village (Cook)	21701 Torrence Ave. Sauk Village, IL 60411 708-758-3330 www.saukvillage.org	None					Seller	Yes \$50
Schaumburg (Cook) (DuPage)	101 S. Schaumburg Ct. Schaumburg, IL 60193 847-895-4500 www.villageofschaumburg.com	\$1.00/1,000 (round to nearest \$1)	Village Hall	Final water bill must be paid. Legal description of property, city transfer declaration and copy of PTAX required.	Yes \$10	Deed will not be recorded.	Seller	No
Schiller Park (Cook)	9526 Irving Park Rd. Schiller Park, IL 60176 847-678-2550 www.villageofschillerpark.com	None		Final water bill must be paid.			Seller	Yes If new residence or condo conversion
Shorewood (Will)	1 Towne Center Blvd Shorewood, IL 60404-9705 815-725-2150 www.vil.shorewood.il.us	None		Obtain final water reading.			Seller	
Skokie (Cook)	5127 Oakton St. Skokie, IL 60077-0309 847-673-0500 www.skokie.org	\$3.00/1,000 (round up to next \$1,000)	Village Hall	City transfer declaration required.	Yes \$25	Lien goes with the property for the amount of the tax.	Seller	No
Sleepy Hollow (Kane)	1 Thorobred Lane Sleepy Hollow, IL 60118 847-428-3388 www.sleepy-hollow.il.us	None		Obtain final water reading.			Seller	



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South Chicago Heights (Cook)	3317 Chicago Road South Chicago Hgts, IL 60411 708-755-1880 www.southchicagoheights.com	None		Obtain final water reading.			Seller	Yes \$175 Plus \$25 for each additional residence in same bldg
South Elgin (Kane)	10 N. Water St. South Elgin, IL 60177-1695 847-742-5780 www.southelgin.com	None		Obtain final water reading.			Seller	
South Holland	16226 Wausau Ave South Holland, IL 60473 708-210-2900	None		Water bill, code violations, any charges due the village have to be paid before they will issue a Certificate of Payment.				
St. Charles (Kane)	2 E. Main St. St. Charles, IL 60174-1984 630-377-4400 www.ci.st-charles.il.us	None		Obtain final water reading.			Seller	
Steger (Cook)	35 W. 34th St. Steger, IL 60475-1098 708-754-3395 www.villageofsteger.com	None		Obtain final water reading; bill must be paid. If home has inside water meter, must be replaced with outside meter- \$100.00 fee.			Seller	Yes \$50
Stickney (Cook)	6533 Pershing Rd. Stickney, IL 60402-4018 708-749-4400 www.villageofstickney.com	\$5.00/1,000 (round to nearest \$1)	Village Hall	\$25 Zoning Inspection. 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	Deed will not be recorded.	Seller	Yes \$25
Stone Park (Cook)	1629 N. Mannheim Rd. Stone Park, IL 60165-1184 708-345-5550 www.vosp.us	\$4.00/1,000 (round to nearest \$1,000)	Village Hall	Final water bill must be paid. PTAX and original deed required.	Yes	Deed will not be recorded.	Seller	Yes \$50
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)	Village Hall	Final water bill must be paid. Copy of PTAX required.	Yes \$10	1% per month. Possible fine of \$500.	Seller	No
Sugar Grove (Kane)	10 Municipal Dr. Sugar Grove, IL 60554-6901 630-466-4507 www.sugar-grove.il.us	None		Obtain final water reading.			Seller	
Summit (Cook)	7321 W. 59th St. Summit, IL 60501 708-563-4800 www.thevillageofsummit.com	None		Obtain final water reading.			Seller	Yes \$50
Sycamore (DeKalb)	308 W. State St. Sycamore, IL 60178-1453 815-895-4515 www.cityofsycamore.com	\$5.00/1,000 (no rounding)	City Hall Finance Office.	Obtain final water reading.	Yes - Bring Original Signed Quit Claim Deed		Buyer	No
Thornton (Cook)	115 E. Margaret St. Thornton, IL 60476-1292 708-877-4456 www.thornton60476.com	None		Obtain final water reading.			Seller	
Tinley Park (Cook)	16250 S. Oak Park Ave. Tinley Park, IL 60477-1600 708-444-5000 www.tinleypark.org	None		Obtain final water reading.			Seller	
University Park (Cook) (Will)	698 Burnham Dr. University Park, IL 60466 708-534-6451 www.university-park-il.com	\$1.00/1,000 (round to nearest \$1,000)	Village Hall	All sums due village must be paid. Nor personal checks.	Yes \$25	Deed will not be recorded.	Seller	Yes \$250



Affinity Title Services, LLC

REAL ESTATE TRANSFER ORDINANCES

Revised March 1, 2014

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.

Municipality and County	Address, Telephone, and Website	Amount of Tax	Where Stamps Can Be Purchased	Special Requirements	Exempt Stamp Required?	Penalties for Non-compliance	Party Liable for Payment	Pre Transfer Inspection Required?
Villa Park (DuPage)	20 S. Ardmore Ave. Villa Park, IL 60181-2696 630-834-8500 www.invillapark.com	None		Obtain final water reading.			Seller	Yes \$50
Wauconda (Lake)	101 N. Main St. Wauconda, IL 60084-1888 847-526-9600 www.wauconda-il.gov	None					Seller	Yes \$75
Waukegan (Lake)	100 N. Martin Luther King Jr. Waukegan, IL 60085-4395 847-599-2500 www.waukeganweb.net	None		Obtain final water reading; bill and any liens must be paid. At time of listing seller must obtain zoning letter from the village hall third floor, fee \$100.			Seller	No
West Chicago (DuPage)	475 Main St. West Chicago, IL 60185 630-293-2200 www.westchicago.org	None		Obtain final water reading; bill must be paid. Fee for Exempt stamp determined at application.	Yes		Seller	Yes 11 cents per square foot or \$10 if vacant
West Dundee (Kane)	102 S 2nd St. West Dundee, IL 60118 847-551-3805 www.wdundee.org	None		Obtain final water reading.			Seller	
Westchester (Cook)	10300 W. Roosevelt Rd. Westchester, IL 60154-2596 708-345-0020 www.westchester-il.org 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	None	Village Hall	Final water bill must be paid. Original deed required.	Yes	Fine not less than \$500.	Seller	Yes \$125
Western Springs (Cook)	740 Hillgrove Ave. Western Springs, IL 60558 708-246-1800 www.wsprings.com	None		Obtain final water reading; bill must be paid.			Seller	
Wheaton (DuPage)	303 W. Wesley St. Wheaton, IL 60187-0727 630-260-2000 www.wheaton.il.us	\$2.50/1,000 (round to nearest \$1,000)	City Hall	Final water bill must be paid. PTAX required.	Yes \$25	1% per month interest and penalty of 50% of tax. Recorded lien on property.	Buyer	No
Wheeling (Cook)	2 Community Blvd. Wheeling, IL 60090-2676 847-459-2600 vi.wheeling.il.us www.vi.wheeling.il.us/Services/Legal/LandTransferTaxStamp.asp	None	Village Hall	Water, sewer and garbage bills must be paid. Application For Real Estate Transfer Certificate must be completed 10 days prior to closing.	No		Seller	No
Willowbrook (DuPage)	7760 Quincy St. Willowbrook, IL 60527-5594 630-323-8215 www.willowbrookil.org	None		Obtain final water reading.			Seller	
Wilmette (Cook)	1200 Wilmette Ave. Wilmette, IL 60091-2793 847-251-2700 www.wilmette.com	\$3.00/1,000 (round to nearest \$1,000)	Village Hall	Final water bill and other invoices must be paid.	Yes	1% per month interest and penalty of 10% of tax.	Buyer	No
Winfield (DuPage)	27W465 Jewell Rd. Winfield, IL 60190-1293 630-933-7199 www.villageofwinfield.com	None		Obtain final water reading.			Seller	
Winnetka (Cook)	510 Green Bay Rd. Winnetka, IL 60093-2563 847-501-6000 www.villageofwinnetka.org	None		Obtain final water reading. Water and electric bills must be paid.			Seller	



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Winthrop Harbor (Lake)	830 Sheridan Rd. Winthrop Harbor, IL 60096 847-872-3846 www.winthropharbor.com	None		Final water bill must be paid.			Seller	
Woodridge (DuPage) (Will)	5 Plaza Dr. Woodridge, IL 60517-5014 630-852-7000 www.vil.woodridge.il.us	\$2.50/1,000 (round to nearest \$1,000)	Village Hall	Final water bill must be paid. Deed and PTAX required. They now require a minimum of 48 hours to process stamp requests.	Yes \$25	1% per month interest and penalty of 10% tax. Recorded lien on property.	Seller	No
Woodstock (McHenry)	121 W. Calhoun St. Woodstock, IL 60098-3218 815-338-4300 www.woodstock-il.com	None		Obtain final water reading.			Seller	
Worth (Cook)	7112 W. 111th St. Worth, IL 60482-1878 708-448-1181 www.villageofworth.com	None		Certificate of payment for water and sewer required \$20 fee.			Seller	No
Yorkville (Kendall)	800 Game Farm Rd. Yorkville, IL 60560-0901 630-533-5350 www.yorkville.il.us	None		Obtain final water reading; bill must be paid.			Seller	
Zion (Lake)	2828 Sheridan Rd. Zion, IL 60099-2674 847-746-4000 www.cityofzion.com	None		Obtain final water reading. Liens must be paid.			Seller	