

VILLAGE OF NILES
REAL ESTATE TRANSFER TAX



Stamp # and Date

Check Appropriate Box(es)

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

Recorder or Registrar's Deed No. _____
Date Recorded _____ (For Recorder's Use Only)

INSTRUCTIONS:

1. This form must be filled out completely, signed by at least one of the grantees (buyers), or signed by at least one of the grantors (sellers), and presented to the Finance Department, 1000 Civic Center Drive, Niles, Illinois 60714 at the time of purchase of the real estate transfer stamps as required by the Village of Niles Real Estate Transfer Tax Ordinance. The stamps must be affixed to the deed, and this form attached, when the title is recorded.
2. The full actual amount of consideration of the transaction is the amount upon which the tax is to be computed. Both the full actual consideration of the transaction and the amount of the tax stamps required must be stated on the declaration.
3. A signed copy of the real estate contract must be presented with this declaration form.
4. For additional information, please call the Finance Department at 847-588-8000, Monday through Friday, 8:30 a.m. to 5:00 p.m.

PROPERTY INFORMATION

Address of Property: _____
Number _____ Street _____ Zip Code **60714**

Permanent Property Index No.: _____

Date of Deed: ____/____/____ Type of Deed _____

Full Actual Consideration: \$ _____
(Include amount of mortgage and value of liabilities assumed)

CALCULATION

AMOUNT OF TAX (\$3.00 per \$1,000 or fraction thereof of full actual consideration): \$ _____

EXEMPT STAMP ADMIN FEE (\$25.00, if applicable): \$ _____

OCCUPANCY PERMIT FEE (\$25.00, if applicable): \$ _____

TOTAL TAX AND FEES: \$ _____

EXEMPTION INFORMATION

The Village of Niles Real Estate Transfer Tax Ordinance specifically exempts certain transactions from taxation. These exemptions are enumerated in Sections 94-32 and 94-33 of the Ordinance which are printed on the reverse side of this form. To claim one of these exemptions, complete the appropriate blanks below:

I hereby declare that this transaction is exempt from taxation under the Niles Real Estate Transfer Tax Ordinance by paragraph(s) _____ of Section _____ of said Ordinance.

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

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

GRANTOR: (Please print)

Name _____	Address _____	Zip Code _____
Signature - Seller or Agent _____	Date Signed _____	

GRANTEE: (Please print)

Name _____	Address _____	Zip Code _____
Signature - Buyer or Agent _____	Date Signed _____	

Village of Niles

1000 Civic Center Drive, Niles, Illinois 60714
Telephone (847) 588-8000 Fax (847) 588-8050

INFORMATION FOR TRANSFER STAMPS

DATE: ____/____/____

☐ EXEMPT TRANSACTION

PROPERTY ADDRESS: _____

PIN # _____

BUYER'S NAME: _____

HOME PHONE: _____ WORK PHONE: _____ CELL PHONE: _____

OWNER OCCUPIED: ☐ YES ☐ NO

IF NOT, CURRENT ADDRESS: _____

- TYPE OF PROPERTY:
- ☐ SINGLE-FAMILY
 - ☐ MULTI-FAMILY _____ (list # of units)
 - ☐ TOWNHOUSE/CONDOMINIUM
 - ☐ COMMERCIAL
 - ☐ INDUSTRIAL
 - ☐ RENTAL _____ (list type)
 - ☐ NEW CONSTRUCTION

I hereby certify that the above statements are true and correct.

BUYER'S NAME: _____ DATE: ____/____/____
(Print)

BUYER'S NAME: _____ DATE: ____/____/____
(Sign)