



VILLAGE OF SCHAUMBURG

**REAL ESTATE TRANSFER TAX DECLARATION
FINANCE DEPARTMENT**

101 Schaumburg Court, Schaumburg, IL 60193
Phone: (847) 923-4539 • Fax: (847) 923-2339/2454
Mbach@VillageofSchaumburg.com

**REAL ESTATE TRANSFER TAX DECLARATION
FULL CONSIDERATION**

Date of Deed _____ Today's Date _____

Permanent Real Estate Index Number (PIN) _____

Address of Property _____

Full Consideration (Sale Price) \$ _____

Amount of Tax Stamp \$ _____

(\$1.00 PER \$1,000.00; Please Round Up)

Name of **SELLER** _____

Address of **SELLER** (if different from property address after sale)

Name of **BUYER** _____

Address of **BUYER** (if different from property address after sale)

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

Signature of Seller or Agent _____ Date _____

REQUIREMENTS FOR COMPLETION MUST INCLUDE:

1. Copy of the Illinois Real Estate Transfer Declaration (PTAX 203, My Dec), or Sales Contract.
2. Copy of the Deed.
3. Copy of the legal description of the property.
4. Payment of Water Account in full. Contact the Water Department, in advance, at (847) 923-4520 for a final water reading.
5. Payment of any fees owed to the Village of Schaumburg.

♦ Residents may be eligible for a Real Estate Transfer Tax Rebate upon purchase of new village property within one year after the date of this declaration. Request for a rebate must be filed within 6 months from the date the new property is purchased. A \$10.00 processing fee applies.

♦ Any application for a refund applies to the return of this transfer stamp and must be filed within 6 months after the date of this declaration. A \$10.00 processing fee applies for a transfer tax refund.

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

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

Water Dept _____ Cash _____ Stamp Amount Only \$ _____

Collections _____ Charge _____ (+) Water Combo \$ _____

Customer ID _____ Check# _____ Total (Stamp & Water) \$ _____ STAMP # _____