



VILLAGE OF BURNHAM

14450 S. Manistee Avenue
Burnham, Illinois 60633

Phone: 708-862-9150
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villageofburnham@villageofburnham.com

REVENUE STAMPS TO BE AFFIXED TO DEED

Stamp No. _____

Date Issued _____

REAL ESTATE TRANSFER DECLARATION

Except as to Exempt Transactions, you are prohibited by law from accepting any deed for recordation unless it is accompanied by a declaration containing all of the information requested therein.

THE FOLLOWING INFORMATION IS REQUIRED BY THE REAL ESATE TRANSFER ACT AND IS TO BE FILLED OUT BY THE SELLERS AND BUYERS OR THEIR AGENTS

Date

Doc No.

USE BLACK OR BLUE INK

For Recorder's Use Only

Permanent Real Estate Index No. _____ Date of Deed _____ Type of Deed _____

Address of Property _____
Street or Rural Route _____ Zip Code _____

City or Village

Township

(Legal Description of Property)	This space for relating any special facts or circumstances Involving this transactions: (Use additional sheet, if needed)

	Purchase amount \$ _____
	Net taxable consideration to be covered by stamps \$ _____
	Amount: \$5.00 per \$1,000 or part thereof of taxable consideration NO REFUNDS
	Total amount due \$ _____

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

Name and address of Seller (Please Print) _____
Street or Rural Route _____ City _____ Zip Code _____

Signature: Seller or Agent: _____

Name & Address of Buyer (Please Print) _____
Street _____ City _____ Zip Code _____

Signature: Buyer or Agent: _____ Phone: _____

Real Estate Transfer Declaration - Requirements

❖ Real Estate transfer Declaration Form

- Completed with PIN & Legal Description (only need one signature)
 - ❖ Water / Sewer / Garbage Utility Bill
 - Village must obtain a final reading for final bill – please call for arrangements
– 72 business hours advance notice required before closing is to scheduled

❖ NO MONEY EXCHANGED

(after final utility bill has zero balance with current reading)

- LEGAL DESCRIPTION WITH PIN NUMBER
- ORIGINAL SIGNED & NOTARIZED DEED

❖ PURCHASING TRANSFER STAMP – MONEY EXCHANGED

(after final utility bill has zero balance with current reading)

- FORM HAS TO BE COMPLETED
- PRICE: 5.00 PER THOUSAND OF THE SELLING PRICE
- LEGAL DESCRIPTION WITH PIN NUMBER
- COPY OR ORIGINAL SIGNED & NOTARIZED DEED AND
- COPY PURCHASE CONTRACT AND CLOSING STATEMENT