



REAL ESTATE TRANSFER TAX – CERTIFICATE OF EXEMPTION

Date: _____ P.I.N Number of Property: _____

THE UNDERSIGNED, _____ HEREBY STATES THAT THE TRANSFER FROM _____ TO _____ THIS TRANSACTION WILL REQUIRE PAYMENT OF A \$40 TRANSACTION SERVICE FEE AND IS EXEMPT FROM THE ROMEOVILLE REAL ESTATE TRANSFER TAX UNDER SECTION 11.07 THEREOF FOR THE FOLLOWING REASON:

- _____ (a) Transactions involving property acquired by or from any governmental body or by any corporation, society, association, foundation or institution organized and operated exclusively for charitable, religious or educational purposes.
- _____ (b) Transactions in which the deeds secure debt or other obligations.
- _____ (c) Transactions, in which the deeds, without additional consideration, confirm, correct, modify or supplement deeds previously recorded.
- _____ (d) Transactions in which the actual consideration is less than \$100.00.
- _____ (e) Transactions in which the deeds are tax deeds.
- _____ (f) Transactions in which deeds are releases of property which is security for a debt or other obligations.
- _____ (g) Transactions in which the deeds are deeds of partition.
- _____ (h) Transactions made pursuant to mergers, consolidations, transfers or sales of substantially all of the assets of a corporation pursuant to plans of reorganization.
- _____ (i) Transactions between subsidiary corporations and related parent corporations for no consideration other than the cancellation or surrender of the subsidiary corporation's stock.
- _____ (j) Transactions representing transfers subject to the imposition of documentary stamp tax imposed by the government of the United State of America.

LEGAL DESCRIPTION OF PROPERTY: (copy of deed may be attached in lieu of description).

Address of Property: _____

Which of the above exempts your deed from the transfer tax? Please explain: _____

I hereby declare the facts contained in this certificate of exemption to be true and correct.

Signature Address

Approved by: _____ Date: _____
Clerk's Signature

Please note:

- (1) The original deed, assignment or other instrument of conveyance or transfer involved in this transaction must be submitted with this form.
- (2) All trusts or similar agent entity named at the top of this form must disclose the beneficiary (ies) and/or party (ies) having power of direction.
- (3) A new owner information sheet must be submitted with this form.

***** FOR OFFICE USE ONLY *****		
Date of Filing with Village	Transfer Stamp Number	Employee Initials



NEW OWNER INFORMATION SHEET

RESIDENTIAL PROPERTY

NAME OF OWNER: _____

CO-OWNER: _____

ADDRESS: _____ PHONE NUMBER: _____

BILLING ADDRESS (if different): _____

SS#: _____ # of people in home: _____ DOB: _____

DRIVER'S LICENSE #: _____

COMMERCIAL PROPERTY

NAME OF BUSINESS: _____

BILLING ADDRESS: _____ PHONE: _____

TOTAL NUMBER OF: UNITS IN BUILDING _____

OCCUPIED UNITS IN BUILDING _____

NAME OF MANAGER ON PREMISES: _____

TYPE OF BUSINESS: _____ FED ID# _____

HOME/CORPORATE OFFICE ADDRESS: _____

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