



VILLAGE OF CHANNAHON

24555 S. NAVAJO DRIVE • CHANNAHON, ILLINOIS 60410
(815) 467-6644 • FAX (815) 467-9774 • www.channahon.org

ITEMS NEEDED TO ISSUE REAL ESTATE TRANSFER TAX STAMPS

No Real Estate Tax Transfer Stamps shall be issued for any parcel of land within the Village unless any and all debts due to the Village with respect to said parcel have been paid in full, including without limitation, water use charges, sewer use charges, water connection fees, sewer connection fees, license fees, permit fees, application fees, inspection fees, certificate fees, board-up fees, weed cutting fees or demolition fees, whether or not such fees and accounts are secured by liens or other securities and whether or not the Village may have remedies at law or in equity.

1. If property is on public water and sewer, a final water read will need to be scheduled and the final bill paid **prior** to issuing the transfer tax stamps. Please call for a final read before closing allowing a **minimum of 48 hours** to schedule. The final read must be done the day before or the day of closing. **Someone will need to be present** to let us in the residence to read the meter. The final read must be completed and paid **prior** to issuing stamps.
2. If property is refuse only (on well and septic), any outstanding bills need to be paid **prior** to issuing stamps.
3. The **original deed** is required. We will not accept a copy or a fax of the deed; this is due to the fact that the clerk's office **will not record** a copy.
4. The Village of Channahon Real Estate Transfer Tax form will need to be completed and presented with the original deed. If you do not have the form, we can fax it to you or you can log on to our website and download it at www.channahon.org.
5. The transfer tax amount is the **buyer's responsibility**. Personal check, money order, cashiers check or cash will be accepted for the transfer tax amount. The amount is \$3 per thousand of the sale price of the property. Please make checks payable to the Village of Channahon.
6. You may FedEx, UPS or mail in the tax transfer documents. Please include all items listed above, a pre-printed mailing label and envelope (FedEx, UPS), or a self-addressed stamped envelope, so we can issue the stamps and return it to you. If any of the above items are missing we will not be able to complete the tax transfer.
7. The Village of Channahon **does not** take the deed for recording. If for any reason the deed is changed after stamps are issued, the Village of Channahon will need to be notified before re-recording the deed.
8. **EXEMPTIONS:** Transfers of a single-family or multi-family dwelling unit where the purchaser has been a resident of the Village of Channahon for at least one year preceding the date of the deed and certifies his or her intent to establish the unit purchased as their primary residence. In order to be eligible for this exception, the purchaser shall present sufficient evidence to demonstrate such residency. (Amended Ordinance 1608, passed on January 4, 2010).
***See attached list for additional exemptions. Any and all exempt property still requires all of the above, with no charge for the stamp**

If you have any additional questions or concerns, please contact us at 815-467-6644.

Village of Channahon

REAL ESTATE TRANSFER TAX

DECLARATION EXEMPTION

INSTRUCTIONS:

- 1) This form must be filled out completely, signed by at least one of the grantees (buyers), signed by at least one of the grantors (sellers), and presented to the **Village of Channahon Office**, 24555 S. Navajo Drive, Channahon, Illinois, or other designated agent, at the time of purchase of real estate transfer stamps as required by the Channahon Real Estate Tax Ordinance. The stamps must be affixed to the deed, and this form attached, when the conveyance instrument 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) In cases involving an intermediary buyer, nominee or "straw man", one declaration form must be prepared for each deed that is to be recorded.
- 4) For additional information, please call the **Village of Channahon** at (815) 467-6644, Monday thru Friday, 8:30 A.M. to 5:00 P.M.

Address of Property _____
Street *Zip Code*

Use of Property _____
(e.g. single family)

Permanent Property Index No. _____

Date of Deed _____

Type of Deed _____

Full Actual Consideration <i>(Include amount of mortgage and value of liabilities assumed)</i>	\$ _____
Amount of Tax <i>(\$3.00 per \$1,000 or fraction thereof of full actual consideration)</i>	\$ _____

Note: The Village of Channahon Real Estate Transfer Tax Ordinance specifically exempts certain transactions from taxation. These exemptions are enumerated 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 Village of Channahon Real Estate Transfer Tax Ordinance by paragraph (s) _____ of Section 5 (b,1) of said ordinance.

Details for exemption claimed: *(explain)* _____

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

Grantor: *(Please Print)*
 (Seller)

<i>Name</i>	<i>Address</i>	<i>Zip Code</i>
Signature _____		Date Signed _____
<i>Seller or Agent</i>		

Grantee: *(Please Print)*
 (Buyer)

<i>Name</i>	<i>Address</i>	<i>Zip Code</i>
Signature _____		Date Signed _____
<i>Buyer or Agent</i>		

Section 5 (b,1). Declaration Forms.

The following deeds or trust documents shall be exempt from the provisions of this Article except as hereinafter provided:

- (1) Deeds or trust documents representing real estate transfers made on or before April 24, 1992. In addition to the foregoing, a transfer shall be considered to have been made prior to April 24, 1992, if a valid written contract of sale therefore was executed by the buyer and seller prior to April 13, 1992, and the property transferred, if in a subdivision, was a lot of record on April 13, 1992.
- (2) Deeds or trust documents relating to property acquired by any governmental body or from any governmental body or deeds to or documents relating to property or interests transferred between governmental bodies, or by or from any corporation, society, association, foundation or institution organized and operated exclusively for charitable, religious or educational purposes; except that such deeds or trust documents, other than those in which the Administrators of Veterans' Affairs of the United States of America is the grantee pursuant to a foreclosure proceeding, shall not be exempt from filing the declaration.
- (3) Deeds or trust documents which secure debt or other obligation.
- (4) Deeds or trust documents which, without additional consideration, confirm, correct, modify or supplement a deed or trust document previously recorded.
- (5) Tax Deeds
- (6) Deeds or trust documents of release of property which is security for a debt or other obligation.
- (7) Deeds of partition.
- (8) Deeds or trust documents made pursuant to mergers, consolidations or transfers or sales of substantially all of the assets of corporations pursuant to plans of reorganization.
- (9) Deeds or trust documents made by a subsidiary corporation to its parent corporation for no consideration other than the cancellation or surrender of the subsidiary's stock.
- (10) Deeds wherein there is an actual exchange of real estate and trust documents wherein there is an actual exchange of beneficial interests, except that that money difference or money's worth paid from one to the other shall not be exempt from the tax.
- (11) Deeds representing transfers subject to the imposition of a documentary stamp tax imposed by the government of the United States, except that such deeds shall not be exempt from filing the declaration.
- (12) Deeds issued to a holder of a mortgage, as defined in Section 15-103 of the Illinois Code of Civil Procedure, pursuant to a mortgage foreclosure proceedings or pursuant to a transfer in lieu of foreclosure.
- (13) Deeds or trust documents where the actual consideration is less than One Hundred Dollars (\$100.00).

(14) EXEMPTION FOR CHANNAHON RESIDENTS, WHERE THE PURCHASER HAS BEEN A RESIDENT OF CHANNAHON FOR AT LEAST ONE YEAR. (ORDINANCE #1608, APPROVED JANUARY 4, 2010.) 82

PREPARED BY:

VILLAGE OF CHANNAHON
24555 S. NAVAJO DRIVE
CHANNAHON, IL 60410

MAIL TO:

VILLAGE OF CHANNAHON
24555 S. NAVAJO DRIVE
CHANNAHON, IL 60410

RECORDER'S STAMP

ORDINANCE NO. 1608

**AN ORDINANCE AMENDING RESIDENTIAL TAX
TRANSFERS FOR THE VILLAGE OF CHANNAHON,
WILL AND GRUNDY COUNTIES, STATE OF ILLINOIS**

**ADOPTED BY THE
BOARD OF TRUSTEES
VILLAGE OF CHANNAHON**

THIS 04th DAY OF January, 2010

**PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF CHANNAHON, WILL AND GRUNDY COUNTIES, ILLINOIS**

THIS 04th DAY OF January, 2010

ORDINANCE NO. 1608

**AN ORDINANCE AMENDING RESIDENTIAL TAX TRANSFERS
FOR THE VILLAGE OF CHANNAHON**

WHEREAS, the Village of Channahon is a home rule unit of government under and by virtue of the Constitution of the State of Illinois; and

WHEREAS, it is in the best interest of the Village of Channahon that this amendment be made to the Title III, Administration, Chapter 37 Taxation; and

NOW THEREFORE BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF CHANNAHON WILL AND GRUNDY COUNTIES, ILLINOIS IN THE EXERCISE OF ITS HOME RULE AND OTHER POWERS AS FOLLOWS:

Section 1.

That Article § 37.79 (B), **DEEDS; EXEMPTIONS**, be amended to include the following:

(14) Transfers of a single-family or multi-family dwelling unit where the purchaser has been a resident of the Village of Channahon for at least one year preceding the date of the deed and certifies his or her intent to establish the unit purchased as their primary residence. In order to be eligible for this exception, the purchaser shall present sufficient credible evidence to demonstrate such residency.

Section 2. Severability. If any section, paragraph, clause or provision of this Ordinance is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.

Section 3. Repealer. All ordinances, resolutions, orders or parts thereof, which conflict with the provisions of this Ordinance, is to the extent of such conflict, hereby repealed.

Section 4. Effective Date. This Ordinance shall be in full force and effect after its passage, approval, and publication in pamphlet form.

PASSED this 07th day of January, 2010 with 6 members voting aye, 2 members voting nay, the President not voting, with 2 members abstaining or passing and said vote being:

MILITELLO aye

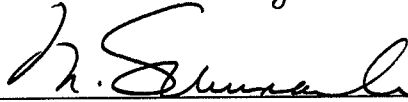
NASH aye

GRECO aye

McMILLIN aye

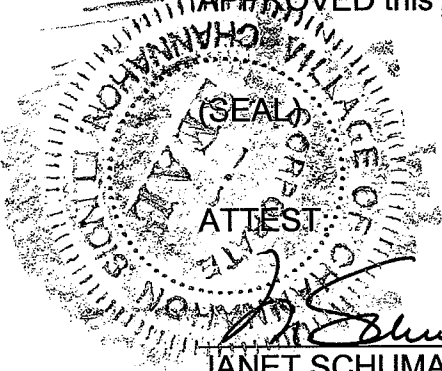
SLOCUM aye

PAPESH aye



JANET SCHUMACHER, Village Clerk

APPROVED this 04th day of January, 2010.





JOSEPH COOK, Village President



JANET SCHUMACHER, Village Clerk