BAIRD & WARNER TITLE

Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Illinois*	• $0.50 per $500		Seller	County Recorder's Office	
Cook County*	• $0.25 per $500	• Grantor/Grantee form to complete for exempt transaction • Required to use MyDec online program	Seller	118 N. Clark St, #120 Chicago, IL 60602	(312) 443-5086 www.cookcountyclerkil.gov/recordings
DeKalb County*	• $0.25 per $500		Seller	110 E. Sycamore St Sycamore, IL 60178	(815) 895-7156 www.dekalbcounty.org
DuPage County*	• $0.25 per $500		Seller	421 N. County Farm Wheaton, IL 60187	(630) 682-7200 www.dupagecounty.gov/
Grundy County*	• $0.25 per $500		Seller	111 Washington St Morris, IL 60450	(815) 941-3215 www.grundycountyil.gov/
Kane County*	• $0.25 per $500		Seller	719 S. Batavia Ave Geneva, IL 60134	(630) 232-5935 www.countyofkane.org
Kendall County*	• $0.25 per $500		Seller	111 W. Fox St Yorkville, IL 60560	(630) 553-4112 www.kendallcountyil.gov
Lake County*	• $0.25 per $500	• Required to use MyDec online program	Seller	18 N. County St Waukegan, IL 60085	(847) 377-2575 www.lakecountyil.gov
LaSalle County*	• $0.25 per $500		Seller	707 Etna Rd - Room 269 Ottawa, IL 61350	(815) 434-8226 https://lasallecountyil.gov/
McHenry County*	• $0.25 per $500		Seller	2200 N. Seminary Ave Woodstock, IL 60098	(815) 334-4110 (815) 338-2040 Ext. 115 www.mchenrycountyil.gov
Will County*	• $0.25 per $500		Seller	302 N. Chicago St Joliet, IL 60431	(815)-740-4646 www.willcountyrecorder.com

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Addison	• Stamp $2.50 per $1,000 • $50 Exempt stamp required • Final water bill must be paid • $0 – Sewer inspection	• Certificate of Sewer Compliance required–call 2 weeks prior to close • Final water meter reading –call 24 hours prior to close • Permit release required • Buyer required to make 2 trips to village: 1.To complete the application to establish water and sewer prior to closing. 2.To provide PTAX and copy of deed for stamps, must appear in person	Buyer	One Friendship Plaza Addison, IL 60101	(630) 693-7530 www.addisonadvantage.org
Algonquin	• No city stamps • Final water bill must be paid	• Permit release required (call to verify) • Both Buyer & Seller need to complete Stop/Start Form		2200 Harnish Drive Algonquin, IL 60102	(847)658-2700 www.algonquin.org
Alsip	• Stamp $3.50 per $1,000 - $100 minimum • $15 Exempt stamp required • Final water bill must be paid	• Transfer form required - available online • Provide village copy of contract signed by both parties and indicating sales price, address, & PIN • Seller must be at home for final water meter reading • No personal checks	Seller	4500 West 123rd St Alsip, IL 60803	(708) 385-6902 www.villageofalsip.org
Antioch	• Final water bill must be paid	• Schedule final water meter reading at least 7 days prior to close.	Seller	874 Main St Antioch, IL 60002	847-395-1000 www.antioch.il.gov
Arlington Heights	• No city stamps • Final water bill must be paid			3435 N. Kennicott Ave Arlington Heights, IL 60004	(847)368-5000 www.vah.com
Aurora*	• Stamp $3.00 per $1,000 Round up to nearest thousand • $30 Exempt stamp required • Final water bill and all other village debts to be paid	• Transfer form required - available online and copy of MyDec w/legal • Seller requests Statement of Open Accounts (water bill) – contact village 5 days prior to close to obtain.	Seller	44 E. Downers Aurora, IL 60507	(630) 256-3570 www.aurora-il.org/925/Real-Estate-Transfer-Tax
Barrington	• No city stamps • Final water bill must be paid			200 S. Hough St Barrington, IL 60010	(847)304-3400 www.barrington-il.gov

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Bartlett	• Stamp $3.00 per $1,000 • $0 Exempt stamp required • Final water bill must be paid	• Transfer form required - available online • Provide village PTAX and copy of deed or sales contract for stamps • Complete Vacant Building Registration Form and inspection if REO property	Seller	228 S. Main Bartlett, IL 60103	(630) 540-5950 www.bartlettil.gov (under Village Forms)
Batavia	• No city stamps • Final water bill must be paid	• Need to provide buyer's name		100 N. Island Ave Batavia, IL 60510	(630) 879-1424 www.cityofbatavia.net
Beach Park	• $25 Zoning Inspection and Certification • $100 – Inspection fee for property vacated for 6+ months • All village debts must be paid	• Submit zoning application 10 days prior to close. Contact village to obtain application	Seller	11270 W. Wadsworth Rd Beach Park, IL 60099	(847) 246-6006 – Donna Perez www.villageofbeachpark.com
Bedford Park	• Stamp $50 flat fee • $0 Exempt stamp required • Water bills must be paid	• Transfer form required – available online • Inspection required - no fee (call to schedule) • Home inspection by village	Seller	6701 South Archer Rd Bedford Park, IL 60501	(708) 458-2067 www.villageofbedfordpark.com
Bellwood	• Stamp $5.00 per $1,000 (obtained prior to close) • Stamp $10.00 per $1000 (obtained after close) • $10 Exempt stamp required • $175 inspection • Final water bill must be paid	• Provide village original deed, contract, certificate of occupancy and survey for stamps • Transfer form required & obtained when final water bill is paid • Allow 7 days for inspection	Seller	3200 Washington Blvd Bellwood, IL 60104	(708) 547-3500 www.vil.bellwood.il.us
Bensenville	• No stamps required • All village debts must be paid • $55 – Inspection fee if property vacated 120+ days			12 S. Center St Bensenville, IL 60106	(630) 766-8200 www.bensenville.il.us

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Berkeley	• No stamp required •$350 Pre-sale inspection required (expires after 6 months) • All village debts must be paid	• Plat of survey required prior to closing • Cash or certified check only • Home and sewer inspections required and ONLY performed on Mondays. • Allow 2-3 weeks for inspections	Seller	5819 Electric Ave Berkeley, IL 60163	(708) 449-8840 www.berkeley.il.us
Berwyn	• Stamp $10.00 per $1,000 • $100 Exempt stamp required • $50 Inspection • $75 Inspection for 2 flat • $125 Minimum inspection fee for commercial (based on sq. footage) • Final water bill must be paid	• Transfer form req., 2 part form available only at village hall Make property inspection payment, then call 708-788-2660 ext 6445 or 6449 to schedule at least 30 days in advance. Schedule water at the same time or 3-5 days before • Provide village PTAX and original deed for stamps • Call the Water Dept. 5 days prior to close. (708)788- 2660 x6464 • No personal checks, only cashier check accepted	Seller	6700 W. 26th St Berwyn, IL 60402	(708) 788-2660 Jeanette x3255, Compliance-Helen 708-749-6445 www.berwyn-il.gov
Bloomingdale	• No city stamps required • Final water bill must be paid			201 S. Bloomingdale Rd Bloomingdale, IL 60108	(630) 893-7000 www.villageofbloomingdale.org
Blue Island	• No city stamps required • $100 Inspection SRR, condo, townhome • Inspection fee for other property types vary, contact the village. • All village debts must be paid	• Complete Notice of Intent to Sell application • Final water meter reading required • Certificate of Closing will be issued upon completion of all requirements	Seller	13051 S. Greenwood Ave Blue Island, IL 60406	(708) 597-8606 www.blueisland.org
Bolingbrook*	• Stamp $7.50 per $1000 • All village debts must be paid - clearance letters valid for 5 days • $50 Exempt stamp required	• Provide original deed, PTAX to obtain stamps, if not original signature must provide POA • Residential Transfer & Information form required – available online, if not original signature provide POA	Split	375 Briarcliff Bolingbrook, IL 60440	(630) 226-8430 www.bolingbrook.com

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Broadview	• $175 certification of compliance stamp • $100 or more Inspection depending on property type • Final water bill and all other village debts must be paid	• Provide original deed for village to affix stamp. • Call village for final water meter reading • Certification of Compliance stamp must be initiated by the village clerk. Cannot record without. • Certificate of Occupancy required • Final water meter reading required • No personal checks	Seller	2350 S. 25th Ave Broadview, IL 60153	(708) 681-3600 www.brookfieldil.gov
Brookfield	• Final water bill and all other village debts must be paid	• Resale Certificate of Compliance required by Buyer A resale inspection is required for ALL commercial properties and multi-family residential buildings with four (4) or more dwelling units.	Both	8820 Brookfield Ave Brookfield, IL 60513	(708) 485-7344 www.brookfieldil.gov
Buffalo Grove	• Stamp $3.00 per $1,000 • $0 Exempt stamp required • All village debts must be paid	• Provide copy of deed and PTAX to obtain stamps • Transfer form required – available online	Seller	50 Raupp Blvd Buffalo Grove, IL 60089	(847) 459-2500 www.vbg.org
Burbank	• Stamp $5.00 per $1,000 - minimum $100 • $0 Exempt stamp required	• Final water meter reading required 72 hours prior to closing call (708) 424-6030 • Transfer form required • Provide village deed for stamps when exempt • Certified funds only/Requires paid garbage bill (708) 385-8252	Seller	6530 W. 79th St Burbank, IL 60459	(708) 599-5500 www.burbankil.gov
Burnham	• Stamp $5.00 per $1,000 • $0 Exempt stamp required • Final water bill must be paid	• Provide copy of signed and notarized deed and contract to obtain stamps • Cash only for payment • Transfer form required	Buyer	14450 Manistee Burnham, IL 60633	(708) 862-9150 https://burnham-il.gov/
Calumet City	• Stamp $8.00 per $1,000 to $2M - $4 Seller - $4 Buyer • $0 Exempt stamp for Judicial Sales deed • $50 Exempt stamp req on SFR	• Transfer form required - available online • Pick up stamps 48 hrs prior to closing • Contact the municipality for stamp rates over $2M.	Split	670 Wentworth Calumet City, IL 60409	(708) 891-8110 www.calumetcity.org

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Calumet Park	• Stamp $5.00 per $1,000 • $50 Exempt stamp required • $100 Inspection (Buyer charge) • Inspection fee varies for other properties, contact village • Final water bill to be paid	• Depending on inspection, city may require a $2,500 escrow to obtain stamps, as-is affidavit required if inspection fails • FOIA request allow 5 days • Transfer dec form, copy of deed & copy of 1st page of contract required • Water dept billing contact form required	Either	12409 S. Throop Calumet Park, IL 60643	(708) 389-0851 www.calumetparkvillage.org
Carol Stream	• Stamp $3.00 per $1,000 • $25 Exempt stamp required • Final water bill must be paid	• Provide sales contract and PTAX to obtain stamps • Transfer form required – available online • Must schedule final water meter reading - 2 day notice required, need final water bill payment	Seller	500 N. Gary Ave Carol Stream, IL 60188	(630) 665-7050 (630) 871-6222 Water Dept. www.carolstream.org
Carpentersville	• No stamps required	• Final water meter reading required		1200 L.W. Besinger Dr Carpentersville, IL 60110	(847)551-3476 www.cville.org
Channahon	• Stamp $3.00 per $1,000 • $0 Exempt stamp required • Final water and garbage bills must be paid	• Transfer form required - available online • Provide original deed and PTAX form to obtain stamps	Buyer	24555 S. Navajo Dr Channahon, IL 60410	(815) 467-5311 www.channahon.org
Chicago*	• Stamp $5.25 per $500 -$1.50 per $500 Seller -$3.75 per $500 Buyer • $0 Exempt stamp required	• City transfer declaration form required (available at FATIC offices)	Both	121 N. LaSalle St Room 107 Chicago, IL 60602	(312) 747-4747 www.cityofchicago.org
Chicago	• $120 Zoning Certificate • $50 Water Certification • (First American fee for obtaining certificates - $75)	• Water certificate required on exempt deeds as well	Seller		
Chicago Heights	• Stamp $4.00 per $1,000 • $100 Exempt stamp required • $100 Inspection • All village debts must be paid	• Transfer form required - available online • Provide village original deed for exempt stamps • Final water reading required, No personal checks	Seller	1601 Chicago Rd Chicago Heights, IL 60411	(708) 756-5300 www.cityofchicagoheights.org

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Cicero	• Stamp $10.00 per $1,000 • $50 Exempt stamp required • $50 Minimum inspection • Final water bill must be paid	• Certificate of compliance application & zoning request form needed to start the process. Transfer form required - available at village hall • Provide village original deed, PTAX and cert of compliance for stamps • Schedule inspection at least 30 days in advance of closing • Village hall closed on Fridays, cashiers checks only	Seller	4949 W. Cermak Rd Cicero, IL 60804	(708) 656-3600 www.thetownofcicero.com
Clarendon Hills	• No stamps required	• Final water meter reading required.		1 N. Prospect Ave Clarendon Hills, IL 60514	(630) 323-3500 www.clarendonhills.us
Country Club Hills	• Stamp $5.00 per $1,000 - $50 min. • $50 Exempt stamp required • $50 Inspection • All village debts must be paid	• Transfer form required - available online • Stamps issued by village between 8AM-4PM only • No personal checks	Seller	4200 W. 183rd St Country Club Hills, IL 60478	(708) 798-2616 www.countryclubhills.org
Countryside	• Stamp $50 flat fee • $100 Pre-sale inspection • $0 Exempt stamp required • Water, Sewer and Weed Cutting charges must be paid (receipts required)	• Transfer form required - available online • Provide village copy of deed for exempt stamps • Inspection not required for exempt deed	Seller	5550 East Ave Countryside, IL 60525	(708) 354-7270 www.countryside-il.org
Crest Hill	• No stamps required • Final water bill must be paid			1610 Plainfield Rd Crest Hill, IL 60403	(815) 741-5100 www.cityofcresthill.com
Crystal Lake	• No stamps required • Final water bill must be paid			100 W. Woodstock St Crystal Lake, IL 60039	(815)459-2020 www.crystallake.org
Darien	• No stamps required • Final water bill must be paid	• Call DuPage County Public Works for water bill (630) 985-2905		1702 Plainfield Rd Darien, IL 60561	(630)852-5000 www.darien.il.us
Deerfield	• No stamps required • Final water bill must be paid			850 Waukegan Rd Deerfield, IL 60015	(847)945-5000 www.deerfield.il.us

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DeKalb	• No stamps required • Final water bill must be paid			200 South 4th St DeKalb, IL 60115	(815)748-2000 www.cityofdekalb.com
Des Plaines	• Stamp $2.00 per $1,000 • $10 Exempt stamp required • $25 Inspection for rental or leased property • Final water bill must be paid on ALL transactions	• Transfer form required - available online • Original deed required for exempt stamps • Fax transfer form to village 5 days prior to closing to obtain stamps. • Allow 5 days for water meter reading prior to obtaining stamps, needs survey ALL ADDRESSES OVER 4000 ARE UNINCORPORATED EXCEPT FOR 9607 GOLF RD	Seller	1420 Miner St, #301 Des Plaines, IL 60016	(847) 391-5382 FAX (847) 391-5402 www.desplaines.org
Dolton	• Stamp $5.00 per $1,000 in addition to $50 Transfer Stamp • $200 Inspection • $50 Exempt stamp required	• Provide copy of deed and contract to obtain stamps • Transfer form required • Schedule & pay for inspection with application in advance. Allow 5 days to complete. • Roof Certification - Roof Inspection by licensed roof inspector AS-IS PROPERTY REQUIRED ESCROW	Seller	14014 Park Ave Dolton, IL 60419	(708) 201-3263 www.vodolton.org
Downers Grove	• No stamps required • Declaration form and final payment to Sanitation District	• Contact Sanitation District (630)969-0664 ONLY for final water meter reading		801 Burlington Ave Downers Grove, IL 60515	(630) 434-5500 www.downers.us
East Hazel Crest	• Stamp $25 flat fee • $0 Exempt stamp required • All village debts must be paid	• Transfer form required - available at village hall or can be faxed-original deed and transfer form req. • New Zoning Compliance form - Call village for form. $100 fee. Must be completed before transfer stamp will be issued • Final water meter reading required	Buyer	1904 W. 174th St East Hazel Crest, IL 60429	(708) 798-0213 www.easthazelcrest.com
Elgin	• Stamp $0 • Inspection of vacant property • All village debts must be paid	• Property search for code violations to be acknowledged by the buyer. • Transfer form and PTAX required – available online; fax to transferstamp@cityofelgin.org • Final water meter reading within 5 days of closing	Seller	150 Dexter Ct Elgin, IL 60120	(847) 931-5639 www.cityofelgin.org

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Elk Grove Village	• Stamp $3.00 per $1,000 • $10 Exempt stamp required • All village debts must be paid	• Transfer form required - available online • Final water meter reading – schedule 3-5 days before closing • Water/Sewer affidavit required – available online	Seller	901 Wellington Ave Elk Grove Village, IL 60007	(847) 439-3900 www.elkgrove.com
Elmhurst	• Stamp $1.50 per $1,000 • All village debts must be paid • $0 – Sump pump inspection	• Copy of Deed, sales contract, PTAX form Fax 3-4 days in advance (630)530-6403 TRANSFERSTAMP@ELMHURST.ORG • Sump pump inspection, Transfer form required available online • Final meter reading required	Seller	209 N. York St Elmhurst IL 60126	(630) 530-3117 (630) 530-3020 Sump Pump (630) 530-3110 Water Reading www.elmhurst.org
Elmwood Park	• Stamp $5.00 per $1,000 • $35 Exempt stamp required • Final water bill must be paid	• Transfer form required - available online • Inspection required prior to issuing stamps • No personal checks, provide copy of Deed and PTAX form	Seller	11 Conti Pkwy Elmwood Park, IL 60707	(708) 452-7300 www.elmwoodpark.org
Evanston	• Stamp $5.00 per $1,000 $1.5m Stamp $7.00 per $1,000 $1.5M-$5M Stamp $9.00 per $1,000 over $5M Sales price > $1M requires cashier's check • $100 Exempt stamp required • All village debts must be paid	• Village form required – available online • Provide original deed and one copy to obtain stamps • Final water meter reading within 5 days of closing	Seller	2100 Ridge Ave Evanston, IL 60201	(847) 448-4311 www.cityofevanston.org
Evergreen Park	• Stamp $5.00 per $1,000 - $100 Minimum • $0 Exempt stamp required • $50 Inspection • $50 Zoning Compliance • Final water bill must be paid	• Transfer form required – available online • Schedule water reading 630-547-5235 • Schedule inspection 708-229-3333 • No personal checks, provide original Deed for exempt ONLY	Seller	9418 S. Kedzie Ave Evergreen Park, IL 60805	(708) 422-1551 www.evergreenpark-ill.com
Flossmoor	• No stamps required • See requirements	• Final water meter reading - bill will be mailed to seller at new address		2800 Flossmoor Rd Flossmoor, IL 60422	(708) 798-2300 www.flossmoor.org

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Forest Park	• $0 Exempt stamp • Property Inspection 1. $225 - condo 2. $325 – single family 3. After inspection, if property sold "as is" then additional $100 fee required • Final water bill must be paid	• Inspection request form – available online • City provides a letter and a compliance stamp • Final water meter reading required at least 5 days prior to close.	Seller	517 S. Des Plaines Ave Forest Park, IL 60130	(708) 366-2323 www.forestpark.net
Fox Lake	• No stamps required • No inspection required • Final water bill must be paid	• Final water reading required. Final bill request form online (must be submitted 2 days prior to closing)		66 Thillens Drive Fox Lake, IL 60020	(847) 587-2151 www.foxlake.org
Fox River Grove	• No stamps required • Final water bill must be paid	• All village debts must be paid		305 Illinois St Fox River Grove, IL 60021	(847) 639-3170 www.foxrivergrove.org
Franklin Park	• $80 Flat fee - single dwelling • $0 Exempt stamp • $75 Inspection - single dwelling	• Pre-sale inspection required (apply at the time of listing property for sale) • Final water meter reading scheduled 5 days prior to close • Documents required for sale of property: 1. Original Plat of Survey no older than 6 months provided 3 days prior to close 2. Original deed provided 3 days prior to close 3. Receipt of payment of final water bill	Seller	9500 W. Belmont Ave 2nd Fl. Franklin Park, IL 60131	(847) 671-4800 www.villageoffranklinpark.com
Freeport	• Stamp $2.00 per $500 • All village debts must be paid	• Transfer form required, available online, need copy of Deed and PTAX form	Seller	524 W. Stephenson #300 Freeport, IL 61032	(815) 599-5819 https://cityoffreeport.org/
Glen Ellyn	• Stamp $3.00 per $1,000 • $0 Exempt stamp required • $50 Inspection • Final water bill must be paid	• Transfer form required - available online • Final water meter reading 5 days prior to close. • Inspection needed 5 days prior to close.	Seller	535 Duane St Glen Ellyn, IL 60137	(630) 469-5000 (630) 547-5235–water reading (630) 469-6756-inspection www.glenellyn.org

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Glencoe	• No stamps required • Final water bill must be paid	• Final water meter reading – call (847) 835-4113 or email finance@goglencoe.com to schedule. Final reads are attempted to be done the next day but no sooner than 3 business days prior to closing. • Need Certificate of Payment to close, the village will issue Certificate of Occupancy once the water bill is paid. Document must accompany deed for recording		675 Village Ct Glencoe, IL 60022	(847) 835-4113 x1110 www.villageofglencoe.org
Glendale Heights	• Stamp $3.00 per $1,000 $100 certificate of compliance fee • $25 Exempt stamp required • $50 Inspection • Final water bill must be paid	• Transfer form required-available online • Provide village PTAX form and deed for stamps • Certificate of Compliance required – form online • Arrange for final water meter reading no sooner than 2 days prior to closing • No personal checks	Seller	300 Civic Center Plaza Glendale Heights, IL 60139	(630) 260-6000 (630) 260-6010–water reading (630) 260-6030-inspection www.glendaleheights.org
Glenview	• No stamps required • Final water bill must be paid	• Schedule water meter reading 10 days prior to close, no credit card	Seller	2500 East Lake Ave Glenview, IL 60026	(847) 724-1700 (847) 724-3112 – water reading www.glenview.il.us
Glenwood	• Stamp $5.00 per $1,000 • $50 Exempt stamp required • Inspection required – fee depends on property type ($100 for single family)	• Transfer form required – available online • Roof & Heating inspection also req. (not done by village) • Final water meter reading • No personal checks	Seller	1 Asselbom Way Glenwood, IL 60425	(708) 753-2400 www.villageofglenwood.com
Golf	• No stamps required • Final water bill must be paid	• Final water meter reading 2 weeks prior to close • Water certificate issued when final water bill is paid		1 Briar Rd Golf, IL 60029	(847) 998-8852 www.villageofgolf.us
Grayslake	• No stamps required • No inspection required • Final water bill and all other village debts must be paid	• Final water reading required • Contact Village on debts owed by seller	Seller	10 South Seymour Ave Grayslake, IL 60030	(847) 223-8515 www.villageofgrayslake.com

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Green Oaks	• No stamps required • Final water bill must be paid	• Closing letter with buyer and seller names and date of closing must be sent to village		2020 O'Plaine Rd Green Oaks, IL 60048	847-362-5363 www.greenoaks.org
Gurnee	• No stamps required • Final water bill must be paid	• All village debts must be paid		325 N O'Plaine Rd Gurnee, IL 60031	847-599-7500 www.gurnee.il.us
Hainesville	• $40 Inspection required • Final water bill must be paid	• Village Hall closed on Wednesdays, open 9am-1pm on Fridays	Seller	100 N. Hainesville Rd Hainesville, IL 60030	(847) 223-2032 www.hainesville.org
Hampshire	• No stamps required • Final water bill must be paid			234 S. State St Hampshire, IL 60140	847-683-2181 www.hampshireil.org
Hanover Park	• Stamp $1.50 per $500 • $10 Exempt stamp required • Final water bill and all other village debts must be paid	• Provide original deed and PTAX to obtain stamps • Transfer form required - available online • Final water reading day prior to close and final bill paid when stamps purchased • Village office is closed on Wednesdays	Seller	2121 W. Lake St Hanover Park, IL 60133	(630) 372-4200 www.hanoverparkillinois.org
Harvard	• No stamps required • $50 – final water meter reading (if requested) • Agent/seller can provide image of water meter reading • Final water bill and all other village debts must be paid			201 W. Front St Harvard, IL 60033	815-943-6468 www.cityofharvard.org
Harvey	• Stamp $5 per $1,000 – buyer/seller split plus $60 fee to the Buyer • $60 Exempt stamp • $150 Inspection • Final water bill must be paid • All village debts must be paid	• Transfer form required - available online • Other forms are required - see Harvey web-site for full instructions	Split	15320 Broadway Harvey, IL 60426	(708) 210-5300 opt. 9 www.cityofharvey.org

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BAIRD & WARNER TITLE

Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Harwood Heights	• Stamp $10.00 per $1,000 • $50 Exempt stamp required • $50 Inspection • Final water bill must be paid	• Provide village PTAX form and deed for stamps • 2 Original transfer form required - available online • Seller to schedule inspection with Bldg. Dept. 4 weeks prior to close • No personal checks over $50.	Buyer	7300 W. Wilson Ave Harwood Heights, IL 60706	(708) 867-7200 www.harwoodheights.org
Hazel Crest	• $100 Inspection		Seller	3601 W. 183rd St Hazel Crest, IL 60429	(708) 335-9600 www.villageofhazelcrest.com
Hickory Hills	• Final water bill must be paid	• Sewer inspection required • Final water meter reading required		8652 W. 95th St Hickory Hills, IL 60457	(708) 598-4800 www.hickoryhillsil.org
Highland Park	• Stamp $5.00 per $1,000 • $0 Exempt stamp required • Final water bill must be paid	• Copy of Deed required • Exempt transactions require original Deed • Transfer form required - available online • Disclosure statement required • Water utility form required • No personal checks	Seller	1707 St. Johns Ave Highland Park, IL 60035	(847) 432-0800 www.cityhpil.com (go to Finance, then Transfer Form)
Highwood	• Inspection (fee varies with property type) • Final water bill must be paid	• Survey required • Property Transfer Inspection Application available online • Must contact Northshore Sanitary District (847-623- 6060) for final bill	Seller	17 Highwood Ave Highwood, IL 60040	(847) 432-1924 ext. 223 www.cityofhighwood.com
Hillside	• Stamp $7.50 per $1,000 • $0 Exempt stamp required • $50 Inspection (seller charge)	• Transfer form required - available online • Copy village PTAX and original deed for stamps • No personal checks • Provide plat of survey for inspection	Buyer	425 Hillside Ave Hillside, IL 60162	(708) 449-6450 www.hillside-il.org
Hinsdale	• No stamps required • Final water bill must be paid			19 E. Chicago Ave Hinsdale, IL 60521	630-789-7022 www.villageofhinsdale.org

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Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Hoffman Estates	• Stamp $3.00 per $1,000 • $10 Exempt stamp required • Final water and garbage bills must be paid • All village debts must be paid	• Provide copy of deed and PTAX / EZ Dec to obtain stamps minimum 1 day prior to closing • Transfer form required - available online • Payments can be submitted online	Seller	1900 Hassell Rd Hoffman Estates, IL 60169	(847) 882-9100 www.hoffmanestates.org
Hometown	• $50 Inspection • Final water bill must be paid		Seller	4331 Southwest Hwy Hometown, IL 60456	(708) 424-7500 www.cityofhometown.org
Homewood	• No stamps required • Final water bill must be paid	• Possible water inspection if water was shut off		2020 Chestnut Rd Homewood, IL 60430	708-798-3000 http://village.homewood.il.us
Huntley	• No stamps required • Final water bill must be paid	• Final water meter reading 2 days prior to close		10987 Main St Huntley, IL 60142	847-669-9600 www.huntley.il.us
Island Lake	• No stamps required • Final water bill can be paid at closing • All other village debts must be paid • $50 OTI (Owners Transfer Inspection) fee	• See code compliance on Home Page		3720 Greenleaf Ave Island Lake, IL 60042	847-526-8764 www.villageofislandlake.com
Itasca	• No Stamps req • Final water bill paid	• Final water meter reading 5 days prior to close		550 W. Irving Park Rd Itasca, IL 60143	(630) 773-2455 www.itasca.com
Johnsburg	• Final water bill must be paid		Seller	1515 Channel Beach Ave Johnsburg, IL 6005	(815) 385-6023 www.johnsburg.org
Joliet*	• Stamp $3.00 per $1,000 • $0 Exempt stamp required	• If new construction residential disclosure form needed • Transfer form required – available online • Water/lien letter required and due to village 4 business days prior to closing - available online • No personal checks, original deed required for stamp	Seller	150 W. Jefferson Joliet, IL 60432	(815) 724-3902 www.joliet.gov

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BAIRD & WARNER TITLE

Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Justice	• $100 Inspection for SFR • $100 Inspection for Multi-family / $25 each additional unit • $500 Inspection for Commercial / $50 each additional unit • All village debts must be paid	• Contact building dept for inspection form (708) 458- 2130 • Inspection must be paid at time of submitting application. • Inspection good for 6 months.	Seller	7800 Archer Ave Justice, IL 60458	(708) 458-2520 www.villageofjustice.org
La Grange Park	• No stamps required • Final water bill must be paid			447 N.Catherine Ave LaGrange Park, IL 60526	708-354-0225 www.lagrangepark.org
Lake Bluff	• No stamps required • Final water bill must be paid			40 E. Center Ave Lake Bluff, IL 60044	847-234-0774 www.lakebluff.org
Lake Forest	• Stamp $4.00 per $1,000 rounded to nearest $5.00. • $50 Exempt stamp required (allow 3 days to process) • Final water bill must be paid • $150 - Home sanitary sewer insp.	• Provide copy of deed and PTAX to obtain stamps • Transfer form required - available online • Unincorporated properties require a letter from village confirming unincorporated status.	Buyer	800 N. Field Dr Lake Forest, IL 60045	(847) 234-2600, opt 3 then opt 2 www.cityoflakeforest.com
Lake in the Hills	• No stamps required • Final water bill must be paid			600 Harvest Gate Lake in the Hills, IL 60156	(847) 960-7400 opt 3 www.lith.org
Lake Villa	• No stamps required • Final water bill must be paid			65 Cedar Ave PO Box 519 Lake Villa, IL 60046	(847) 356-6100 www.lake-villa.org
Lake Zurich	• No stamps required • Final water bill must be paid			70 E. Main St Lake Zurich, IL 60047	847-438-5141 www.lakezurich.org
Lakemoor	• No stamps required • Final water bill must be paid			28874 Route 120, #C Lakemoor, IL 60051	815-385-1117 www.lakemoor.net

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Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Lansing	• All village debts must be paid	• Transfer cert. must be submitted 3 days prior to closing • Application for Certificate of payment issued by village Treasurer's office required and submitted 3 days prior to close • Final water meter reading required • No personal checks accepted		3141 Ridge Rd Lansing, IL 60438	(708) 895-7200 (708) 895-7190 - Water www.villageoflansing.org
Lemont	• No stamps required • Final water bill must be paid			418 Main St Lemont, IL 60439	630-257-1550 www.lemont.il.us
Libertyville	• No stamps required • Final water bill must be paid			118 W. Cook Ave Libertyville, IL 60048	847-362-2430 www.libertyville.com
Lincolnshire	• Stamp $3.00 per $1,000 • $0 Exempt letter required • Final water bill must be paid	• No transfer form required • Need PTAX form with legal description • Final water meter reading 5 days prior to close • Stamps can be purchased at village hall or at: Ancel, Glink, Diamond, Bush, DiCanni & Rolek Law https://ancelglink.com/	Buyer	1 Olde Half Day Rd Lincolnshire, IL 60069	(847) 883-8600 www.lincolnshireil.gov
Lincolnwood	• $20 Certificate of Payment final water meter reading service fee • All village debts must be paid	• Need to complete application for Certificate of Payment – available online. Certificate must be presented at closing to be recorded with deed. • Schedule water meter reading 1 week before closing, no requirements for condos	Seller	6900 N. Lincoln Ave Lincolnwood, IL 60712	(847) 673-1540 www.lincolnwoodil.org
Lisle	• No stamps required • Final water bill must be paid			925 Burlington Ave Lisle, IL 60532	630-271-4150 www.villageoflisle.org
Lockport	• Final water bill must be paid	• No Lockport tax but note that many properties with Lockport addresses are in other villages' city limits that may have a tax. Call the village clerk with an address for determination. • Final water meter reading		222 E. 9th St Lockport, IL 60441	(815) 838-0549 www.cityoflockport.net
Lombard	• No stamps required • Final water bill must be paid			255 E. Wilson Ave Lombard, IL 60148	630-620-5700 www.villageoflombard.org

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BAIRD & WARNER TITLE

Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Lynwood	• $100 Inspection • Final water bill must be paid	• Certificate of Compliance Inspection required – avail. online • Complete form and provide to the village along with payment to have inspection done. • No inspection needed for exempt transactions where no one is moving into property. • Final water meter reading 2 days prior to close	Seller	21460 Lincoln Hwy Lynwood, IL 60411	(708) 758-6101 opt. 3 (708) 758-5434 (water reading) www.lynwoodil.us
Lyons	• $100 Inspection for SFR • $200 Inspection for Commercial / Industrial • Final water bill must be paid	• HVAC inspection required (need to be done by a 3rd party) • Termite inspection required need to be done by a 3rd party) • Transfer of Compliance required	Seller	4200 Lawndale Ave Lyons, IL 60534	(708) 442-4500 www.villageoflyons-il.net
Manteno	• No stamps required	• Sidewalk Inspection required • Smoke alarm and CO certificate. Call Fire Department.		98 E. 3rd S. Manteno, IL 60950	815-929-4800 www.villageofmanteno.com
Markham	• $125 Inspection for SFR • $200 Inspection for Commercial • $50 Water Stamp • Final water bill must be paid	• Provide copy of deed or sales contract to obtain stamps • Occupancy permit required prior to sale • Form only available at village hall • Final water meter reading 5 days prior to closing	Seller	16313 S. Kedzie Pkwy Markham, IL 60428	(708) 331-4905 www.cityofmarkham.net
Matteson	• $75 Inspection • $125 Inspection if property has fire sprinkler system • All village debts must be paid	• Call to schedule inspection at least 1 week prior to close • Certificate of Occupancy required	Seller	4900 Village Commons Matteson, IL 60443	(708) 283-4900 www.villageofmatteson.org
Maywood	• Stamp $4.00 per $1,000 • $0 Exempt stamp required • $90 Inspection • All village debts must be paid	• Transfer form required – available online • Call to schedule inspection - allow 2-3 weeks • Certificate of Compliance required – provide original deed and PTAX • Allow 3 days to obtain stamps • Final water meter reading required • No personal checks accepted	Seller	40 Madison St Maywood, IL 60153	(708) 450-6314 www.maywood-il.org

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BAIRD & WARNER TITLE

Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
McCook	• Stamp $5.00 per $1,000 - minimum $100 • $0 Exempt stamp required • $50 Inspection	• Transfer form required - available online • Submit original deed and PTAX at least 3 days before closing • Request inspection 2 weeks prior to close	Seller	5000 Glencoe McCook, IL 60525	(708) 447-9030 www.villageofmccook.org
Melrose Park	• $150 Inspection for SFR • $250 Inspection 2 family dwelling • $300 Inspection for 3 family dwelling • $375 Inspection for 4 family dwelling / $75 each additional unit • $250 Inspection for foreclosed property • $100 Seller charge for property "as is" • Final water bill and all other village debts to be paid	• New water meter installation required on foreclosed property ($450 - $1000) • Certificate of Compliance – available on line 10 day notice required • Village needs: survey, form 3500, & 4000 • **Note**: Melrose Park zip code 60164 is considered Leyden Township and part of unincorporated Cook County - call (312) 603-0500 and give specific address, need MyDec, deed copy, final water bill or paid receipt	Seller	1000 N. 25th Ave Melrose Park, IL 60160	(708) 343-4000 www.melrosepark.org
Mettawa	• Stamp $5.00 per $1,000 • $0 Exempt stamp required	• Transfer form required – available online along with MyDec and PTAX form, title commitment and copy of Deed. • Buyer must contact Village to arrange meeting, email clerk@mettawa.org • No personal checks	Buyer	26225 N. Riverwoods Blvd Mettawa, IL 60045	(847) 573-1460 www.mettawa.org
Midlothian	• $0 stamp required • Final water bill and all village debts must be paid	• Provide copy of transfer stamp application and deed to obtain stamps. • Seller affidavit (smoke & carbon dioxide detectors) • Forms available at online	Seller	14801 Pulaski Rd Midlothian, IL 60445	708) 389-0200 www.villageofmidlothian.net
Mokena	• No stamps required • Final water bill and all other village debts to be paid			11004 Carpenter S. Mokena, IL 60448	708-479-3900 www.mokena.org
Monee	• No stamps required • $50 Inspection	• Go to village hall to pay and schedule inspection • Final water meter reading 2 days prior to close	Seller	5130 W. Court St Monee, IL 60449	(708) 534-8301 www.villageofmonee.org

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
	• Final water bill and all other village debts to be paid				
Morton Grove	• Stamp $3.00 per $1,000 • $25 Exempt stamp required • Final water bill and all other village debts to be paid	• Transfer form required - available online • Contact village 5 days prior to close to determine any outstanding debts to be paid • Final water meter reading, cashiers checks only	Seller	6101 Capulina Ave Morton Grove, IL 60053	(847) 965-4100 www.mortongroveil.org
Mount Prospect	• Stamp $3.00 per $1,000 • $15 Exempt stamp required • Final water bill and all village debts must be paid	• Transfer form required - available online or MyDec • Provide copy of deed for exempt stamp transaction	Buyer	50 S. Emerson St Mt. Prospect, IL 60056	(847) 392-6000 www.mountprospect.org
Mundelein	• No stamps required • Final water bill and all other village must be paid	• Contact Village on debts owed by seller		440 E. Hawley St Mundelein, IL 60060	847-949-3200 www.mundelein.org
Naperville*	• Stamp $1.50 per $500 • $0 Exempt stamp required • Final water bill must be paid	• Statement of Open Accounts form required - available online • All payments, debt and assessments due the City must be paid current by seller prior to buyer purchasing stamps • Final water meter reading 2 days prior to close	Buyer	400 S. Eagle St Naperville, IL 60540	(630) 420-4116 www.naperville.il.us
New Lenox	• Final water bill must be paid	• No New Lenox tax but note that many properties with New Lenox addresses are in other villages' city limits that may have a tax. Call the village clerk with an address for determination. • Final water meter reading		1 Veterans Pkwy New Lenox, IL 60451	(815) 462-6400 www.newlenox.net
Niles	• Stamp $3.00 per $1,000 • Inspection required • $25 Exempt stamp required (no inspection needed) • $35 Occupancy permit fee (buyer charge) • Final water bill must be paid	• Transfer form required – available online • Schedule inspection 10 days prior to closing, PTAX MyDec required	Buyer	1000 Civic Center Dr Niles, IL 60714	(847) 588-8000 www.vniles.com

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Norridge	• $100 Inspection (done Monday, Wednesday or Friday only)	• Original deed needs to be stamped "passed" regarding building inspection • Copy of sales contract and MLS listing sheet required • Transfer application required – available online • Inspection Certificate (good for 30 days) • Provide 15 day notice for inspection	Seller	4000 N. Olcott Ave Norridge, IL 60706	(708) 453-0800 Bldg. Dept. www.villageofnorridge.com
North Aurora	• Final water bill must be paid		Seller	25 E. State St North Aurora, IL 60542	(630) 897-8228 x223 www.northaurora.org
North Chicago	• Stamp $5.00 per $1,000 • $50 Exempt stamp required • $50 Inspection (seller charge) • Final water bill and all other village debts to be paid	• City transfer form required - available online • Copy of Deed or sales contract required • No personal checks • Final water meter reading required	Buyer	1850 Lewis Ave North Chicago, IL 60064	(847) 596-8626 www.northchicago.org
North Riverside	• $405 Inspection • Final water bill must be paid	• Provide original deed and copy of survey to obtain stamps • Buyer must go to the village and sign (with notary) a pre-sale inspection and complete form to set up a water account. • Inspection must be scheduled 14 days prior to closing - inspection form available online • Contact village if property did not pass inspection	Seller	2401 Des Plaines Ave North Riverside, IL 60546	(708) 447-4211 www.northriverside-il.org
Northbrook	• Final water bill must be paid	• Final water meter reading to be scheduled within a week of closing.	Seller	1225 Cedar Lane Northbrook, IL 60062	(847) 664-4171 www.northbrook.il.us
Northfield	• Final water bill must be paid • Zoning certificate		Seller	361 Happ Rd Northfield, IL 60093	(847)446-9200 www.northfieldil.org
Northlake	• $250 Inspection • $0 exempt stamp required • Final water bill must be paid	• Certificate of compliance • Provide village original deed for stamps • No personal checks accepted • Order inspection 30 days prior to close	Seller	55 E. North Ave Northlake, IL 60164	(708) 343-8700 www.northlakecity.com

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Oak Forest	• Final water bill must be paid	• Provide 5 day notice • Village suggests Title Co. request proof at closing		15440 S. Central Ave Oak Forest, IL 60452	(708) 687-4050 X1022 www.oak-forest.org
Oak Lawn	• Stamp $5.00 per $1,000 • Final water bill must be paid for single family residence • No water bill needed for condo Final water bill and all other village debts to be paid	• Transfer form required on ALL transactions (even exempt) - available online NEED FORWARDING ADDRESS FOR SELLER • Provide village copy of deed for stamps and submit at least 7 days prior to close • Exempt letter required for exempt transaction • Final water meter reading 3 days prior to close • No personal checks, need copy of final water bill • Sewer inspection required, $100 charge, 30 days notice.	Seller	9446 S. Raymond Ave Oak Lawn, IL 60453	(708) 499-7780 www.oaklawn-il.gov
Oak Park	• Stamp $8.00 per $1,000 • $30 Exempt stamp required • Final water bill must be paid	• STAMP MUST BE PURCHASED PRIOR TO CLOSING • Transfer form required - available online • Stamps obtained after water bill paid • No personal checks or AMEX accepted	Seller	123 Madison St Oak Park, IL 60302	(708) 383-6400 www.oak-park.us
Oakbrook Terrace	• No stamps required • Final water bill must be paid			17W275 Butterfield Rd Oakbrook Terrace, IL 60181	630-941-8300 www.oakbrookterrace.net
Olympia Fields	• $50 Inspection • Final water bill must be paid	• Transfer form required – available online • Call village to schedule inspection • Inspection good for 1 year	Seller	20040 Governors Hwy Olympia Fields, IL 60461	(708) 503-8000 www.olympia-fields.com
Orland Park	• No stamps required • Final water bill must be paid			14700 Ravinia Ave Orland Park, IL 60462	708-403-6100 www.orlandpark.org
Oswego	• Stamps $3.00 per $1,000 • $50 exempt stamp • No stamps necessary if buyer lived in the village of Oswego for more than 1 year and buying new home in Oswego	• Complete online request by uploading your PTAX • All buyers must submit a PTAX-203 at least three business days prior to closing • Original deed and MyDec required to obtain stamp	Buyer	100 Parkers Mill Oswego, IL 60543	630-544-0864 www.oswegoil.org/government/departments/finance/real-estate-transfer-stamp

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Palatine	• Final water bill and all other village debts to be paid			200 E. Wood St Palatine, IL 60067	(847) 359-9088 (847) 359-9082 – Water Bill www.palatine.il.us
Palos Heights	• No stamps required • Final water bill must be paid	• Final water meter reading required		7607 W. College Dr Palos Heights, IL 60463	(708) 361-1804 (708) 361-1800 –Water Reading www.palosheights.org
Palos Hills	• No stamps required • Final water bill must be paid	• Inspection required on ALL properties and schedule 2 weeks prior to close	Sellers	10335 South Roberts Rd Palos Hills, IL 60465	(708) 598-3400 www.paloshillsweb.org
Park Forest	• Stamp $5.00 per $1,000 • $15 Exempt stamp required • $100 Inspection	• Provide original deed and copy of sales contract to obtain stamps. (Deed only for exempt/rubber exempt stamp) • Transfer form required - available at village hall or can be mailed • Inspection needed before closing if property to be owner occupied. • Inspection needed after closing but before occupancy if property to be rental • Inspection request form available online • No personal checks over $15.	Seller	350 Victory Dr Park Forest, IL 60466	(708) 748-1112 www.villageofparkforest.com
Park Ridge	• Stamp $2.00 per $1,000 • $25 Exempt stamp required • All village debts must be paid	• The following information must be provided before a transfer tax will be processed: - PTAX or MyDec form - Closing Date - Contact name, phone number and email address • Transfer form NOT required - as of Oct 1, 2020 • Submit requests by email to transferstamps@parkridge.us with a copy of MyDec, final water meter reading (photo), closing date, contact name, phone and email address. • Allow 5 days to obtain stamps	Seller	505 Butler Pl Park Ridge, IL 60068	(847) 318-5289 www.parkridge.us

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Peoria	• Stamp $2.50 per $1,000 • $0 Exempt stamp required • $120 minimum zoning certificate • $0 Zoning certificate for exempt	• Transfer form required - available online • Instructions for sale of property available online • Zoning certificate required for multi-unit property • City stamps are now being issued by the Peoria County Recorder of Deeds. Mail all applicable documents to: Peoria County Recorder 324 Main St., Room G4 Peoria, IL 61602	Seller	419 Fulton Peoria, IL 61602	(309) 494-8545 www.peoriagov.org
Phoenix	• $50 Inspection • Final water bill must be paid	• Village hall Wednesday hours: 9am-12pm		633 E. 151st St Phoenix, IL 60426	(708) 331-2636 www.villageofphoenix.com
Plainfield	• Final water meter must be schedule prior to closing	• Many properties with Plainfield addresses are in other villages' city limits that may have a tax. Call village to confirm if property is in Plainfield city limits		24401 W. Lockport St Plainfield, IL 60544	(815) 436-7093 www.plainfield-il.org
Posen	• $180 Inspection • Additional $95 per unit for multi family • All village debts must be paid	• All village debts must be paid prior to issuance of Certificate of Compliance • Contact village if property does not pass inspection	Seller	2440 Walter Zimny Dr Posen, IL 60469	(708) 385-0139 www.villageofposen.org
Richton Park	• Inspection – 1. $100 condo 2. $100 single family/townhome 3. $150 commercial • All village debts must be paid	• Must file Occupancy Inspection application (available online) then schedule inspection 14 days prior to closing.	Seller	4455 Sauk Trail Richton Park, IL 60471	(708) 481-8950 www.richtonpark.org
River Forest	• Stamp $1.00 per $1,000 • $0 Exempt stamp required • $0 Zoning inspection • Final water bill must be paid	• Transfer form required - available online • Original deed and grantor / grantee statement required for exempt transaction • Inspections occur ONLY on Tuesdays and Fridays	Seller	400 Park Ave River Forest, IL 60305	(708) 366-8500 www.vrf.us

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
River Grove	• Stamp $100 flat fee for SFR/ condo • Stamp based on sq ft for commercial • Stamp $50 + $25 per unit for apt building • $0 Inspection Fee • Final water bill must be paid	• Inspection required 21 days before closing • Provide deed, survey, and water application signed by buyer to obtain stamps. • Transfer form required – available online • Seller must show deed • Final water bill must be paid at village hall PRIOR to obtaining stamps	Seller	2621 N. Thatcher River Grove, IL 60171	(708) 453-8007 www.rivergroveil.gov
Riverdale	• $200 Inspection • Additional $50 per unit on multi family • All village debts must be paid, $0 exempt stamp required	• Must submit application 14 days prior to closing - av. online • Provide copy of deed and termite inspection to obtain stamps • Final water bill must be paid within 7 days of transfer stamp purchase • Exempt stamp required • Inspection required on exempt transaction-allow 14 days to complete	Seller	157 W 144th St South Riverdale, IL 60827	(708) 841-2200 www.villageofriverdale.net
Riverside	• $325 Inspection • $25 exempt stamp • Final water bill must be paid	• Certificate of Compliance • Schedule inspection 10 days prior to close (708) 447-1241 • Provide original survey that is less than 6 months old. • Deed must be stamped by the village.	Seller	27 Riverside Rd Riverside, IL 60546	(708) 447-2700 www.riverside.il.us
Robbins	• Stamp $100 flat fee • $25 exempt stamp • $240 Inspection	• Inspection application available only at village hall	Either	3327 W. 137th St Robbins, IL 60472	(708) 385-8940 www.robbins-il.com
Rolling Meadows	• Stamp $3.00 per $1,000 • $50 Exempt stamp required • Final water bill and all other village debts must be paid	• Provide copy of deed, IL and village PTAX to obtain stamps • Transfer form required for all deeds - available online • Documentation submitted after 3:30 will result in stamps issued next day	Seller	3600 Kirchoff Rolling Meadows, IL 60008	(847) 394-8500 www.cityrm.org

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BAIRD & WARNER TITLE

Transfer Stamp Requirement Listing - Revised: 5/15/2024

County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Romeoville	• Stamp $3.50 per $1,000 • $40 non-exempt stamp required • All village debts must be paid	• Provide original deed for village to affix stamp • Transfer form req-call Finance Dept • Clearance letter required on all debts and good for 5 days. • Signed Buyer/Seller affidavit may be required for inspection issues. • Schedule final water meter reading minimum 7 days prior to closing • Foreclosed properties need walk-through by Village Building Department	Buyer	1050 W. Romeo Rd Romeoville, IL 60446	(815) 886-7200 www.romeoville.org
Roselle	• No stamps required • Final water bill must be paid • Occupancy Inspection on vacated property 60+ days 1. $400 – SFR 2. $225 – Townhouse 3. $150 - Condo • Inspection fee on REO property 1. $400 – SFR 2. $220 – Townhome 3. $150 - Condo	• Inspection required before water will be turned on vacant (REO) property for buyers. NOT required before closing		31 S. Prospect St Roselle, IL 60172	630-980-2000 www.roselle.il.us
Rosemont	• No stamps required • Final water bill must be paid			9501 W. Devon Ave Rosemont, IL 60018	847-825-4404 www.rosemont.com
Round Lake	• Final water bill must be paid			442 N. Cedar Lake Rd Round Lake, IL 60073	847-546-5400 www.roundlakeil.gov
Round Lake Beach	• $60 Inspection • $0 Water meter inspection • All village debts must be paid	• All village debts must be paid prior to obtaining Certificate of Occupancy. • Schedule final water reading 5 days prior to closing	Seller	1937 N. Municipal Way Round Lake Beach, IL 60073	(847) 546-2351 www.villageofroundlakebeach.com
Round Lake Heights	• $75 Inspection	• Inspection must be paid in advance	Seller	619 W. Pontiac Ct	(847) 546-1206 www.villageofroundlakeheights.org

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
				Round Lake Heights, IL 60073	
Round Lake Park	• $75 Inspection • $65 re-inspection • $200 water deposit for new residences • All village debts must be paid	• All village debts must be paid prior to obtaining Certificate of Occupancy.	Seller	203 Lake Shore Dr Round Lake Park, IL 60073	(847) 546-2790 www.rlpil.us
Saint Charles	• No stamps required • Final water bill must be paid			2 E. Main St St. Charles, IL 60174	630-377-4400 www.stcharlesil.gov
Sauk Village	• $300 Inspection fee given directly to inspector • $75 Application	• Inspection application available only at village hall	Seller	21801 Torrence Ave Sauk Village, IL 60411	(708) 758-3330 www.saukvillage.org
Schaumburg	• Stamp $1.00 per $1,000 • $10 Exempt stamp required • Final water bill must be paid	• Beginning Monday January 15, 2024 to apply for a transfer stamp you must submit your application through our new transfer stamp web portal. • Allow three (3) business days for processing.	Seller	101 S. Schaumburg Ct Schaumburg, IL 60193	(847) 895-4500 https://www.villageofschaumburg.com/government/finance/real-estate-transfer-stamp
Schiller Park	• Final water bill must be paid	• Final water meter reading required before payment		9526 Irving Park Rd Schiller Park, IL 60176	(847) 678-2550 www.villageofschillerpark.com
Shorewood	• No stamps required • Final water bill must be paid			One Towne Center Blvd Shorewood, IL 60404	815-725-2150 www.vil.shorewood.il.us
Skokie	• Stamp $3.00 per $1,000 • $25 Exempt stamp required • Final water bill must be paid	• Transfer form required • Copy of PTAX and copy of deed required	Seller	5127 Oakton St Skokie, IL 60077	(847) 673-0500 www.skokie.org
Sleepy Hollow	• No stamps required • Final water bill must be paid			1 Thorobred Lane Sleepy Hollow, IL 60118	847-426-6700 www.sleepyhollowil.org

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South Chicago Heights	• $175 Inspection for property plus $25 for each additional residence in same building $200 inspection for commercial plus $25 each unit	• Certificate of occupancy needed • Final water bill must be paid	Seller	3317 Chicago Rd South Chicago Heights, IL 60411	(708) 755-1880 www.southchicagoheights.com
South Elgin	• No stamps required • Final water bill must be paid			10 N. Water St South Elgin, IL 60177-1695	847-742-5780 www.southelgin.com
South Holland	• Final water bill must be paid	• Certificate of Payment required.	Seller	16226 Wausau Ave South Holland, IL 60473	(708) 210-2900 www.southholland.org
Steger	• $50 Minimum for inspection • Final water bill must be paid	• Schedule final water meter reading 1 week prior to closing • If home has inside water meter, must be replaced with outside meter - $100 fee	Seller	3320 Lewis Ave Steger, IL 60475	(708) 754-3395 www.villageofsteger.org
Stickney	• Stamp $5.00 per $1,000 • $25 Exempt stamp required • $100 Zoning inspection • Final water bill must be paid	• Provide village original deed and copy of sales contract, PTAX to obtain stamps.	Seller	6533 W. Pershing Stickney, IL 60402	(708) 749-4400 www.villageofstickney.com Unincorporated Central St. (708) 496-3520
Stone Park	• Stamp $4.00 per $1,000 • $0 Exempt stamp required • $50 Inspection • Final water bill must be paid	• Original Deed, PTAX or MyDec required.	Seller	1629 N. Mannheim Stone Park, IL 60165	(708) 345-5550 www.vosp.us
Streamwood	• Stamp $3.00 per $1,000 (Stamp exempt if seller shows proof of buying primary residence in Streamwood-a stamp still needs to be processed $0) • $10 Exempt stamp required • All village debts must be paid	• PTAX and transfer form required – available online • Copy of Deed required • Schedule final water reading	Seller	301 E. Irving Park Rd Streamwood, IL 60107	(630) 736-3800 Main (630) 736-3844 Finance Dept. www.streamwood.org

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
Sugar Grove	• No stamps required • Final water bill must be paid			10 Municipal Dr Sugar Grove, IL 60554	630-466-4507 www.sugargroveil.gov
Summit	• $50 minimum inspection • Final water bill must be paid	• Certificate of Compliance	Seller	7321 W. 59th St Summit, IL 60501	(708) 563-4800 www.summit-il.org
Sycamore	• Stamp $5.00 per $1,000 • $0 Exempt stamp required (form required)	• Transfer form required - available online • Provide village copy of sales contract and copy of Deed for stamps • Stamps waived if: - Purchaser is a current Sycamore resident for more than 1 yr - Property is homestead	Buyer	308 W. State St Sycamore, IL 60178	(815) 895-4920 www.cityofsycamore.com
Thornton	• No stamps required • Final water bill must be paid			115 E. Margaret St Thornton, IL 60476	708-877-4456 www.thornton60476.com
Tinley Park	• No stamps required • Final water bill must be paid			16250 S. Oak Park Ave Tinley Park, IL 60477	708-444-5000 www.tinleypark.org
University Park	• Stamp $1.00 per $1,000 • $25 Exempt stamp required • $250 Inspection • All village debts must be paid	• Transfer form required - available at village hall or faxed • Original signatures required, copy of sales contract	Seller	698 Burnham Dr University Park, IL 60484	(708) 534-6451 www.university-park-il.com
Villa Park	• $50 Inspection (seller charge) • Final water bill must be paid	• Call Public Works (630) 834-8505 to schedule • No personal checks	Seller	20 S. Ardmore Ave Villa Park, IL 60181	(630) 834-8500 www.invillapark.com
Volo	• All village debits must be paid.			500 S. Fish Lake Rd Volo, IL 60073	(847)740-6982 www.villageofvolo.com
Wauconda	• Final water bill must be paid		Seller	101 N. Main St Wauconda, IL 60084	(847) 526-9609 www.wauconda-il.gov
Waukegan	• $150 Inspection (order inspection at time of closing) • $150 closing letter • Final water bill must be paid	• Zoning letter required – application available online AND MUST BE REQUESTED PRIOR TO LISTING. • Closing letter WILL NOT be issued without a zoning letter. Closing letter required to close.	Seller	100 N. Martin Luther King Jr Ave Waukegan, IL 60085	(847) 599-2500 www.waukeganil.gov

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County or Municipality	Stamps, Inspections, Other Fees	Other Requirements	Party	Governing Body Address	Telephone / Website
West Chicago	• $0 – Exempt stamps • $100 + $0.12 per sq. foot Inspection fee on NON-Exempt property • All village debts must be paid • $20 inspection fee vacant land	• Non-Exempt 1.Deed Certification form required, online 2.Inspection required • Final water meter reading 2 days prior to close • Copy of signed deed for exempt deals-5 day review	Seller	475 Main St West Chicago, IL 60185	Community Development Dept (630) 293-2200 www.westchicago.org
West Dundee	• No stamps required • Final water bill must be paid			102 S. Second St West Dundee, IL 60118	(847) 551-3800 www.wdundee.org
Westchester	• $0 Exempt stamp required • $125 Inspection – SFR/condo • Compliance water bill must be paid	• Provide village original deed for stamps • Final Meter reading required,(3 days advance) bill paid before affixing stamp to deed	Seller	10300 W. Roosevelt Rd Westchester, IL 60154	(708) 345-0020 www.westchester-il.org
Western Springs	• No stamps required	• Final water meter reading required. Need seller forwarding address and buyer information		740 Hillgrove Ave Western Springs, IL 60558	708-246-1800 www.wsprings.com
Wheaton	• Stamp $2.50 per $1,000 • $25 Exempt stamp required • Final water bill and all other village debts must be paid	• Utility Account Application form – available online • Real Estate Transfer Tax form – available online • Water clearance letter required	Buyer	303 W. Wesley Wheaton, IL 60187	(630) 260-2000 Finance Dept. www.wheaton.il.us
Wheeling	• Water, sewer & garbage bills must be paid (prior to transfer stamp being issued)	• Application for real estate transfer online • Original deed required for stamp • Schedule final water reading 7 days prior to close • No personal checks		2 Community Blvd Wheeling, IL 60090	(847) 459-2600 www.wheelingil.gov
Willowbrook	• No stamps required • Final water bill must be paid			7760 Quincy St Willowbrook, IL 60527	630-323-8215 www.willowbrookil.org
Wilmette	• Stamp $3.00 per $1,000 • $0 Exempt stamp required • All village debts must be paid	• Transfer form required - available online • Schedule final water meter reading at least 2 weeks prior to close	Buyer	1200 Wilmette Ave Wilmette, IL 60091	(847) 251-2700 www.wilmette.com

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Winfield	• No stamps required • Final water bill must be paid			27W465 Jewell Rd Winfield, IL 60190	630-933-7100 www.villageofwinfield.com
Winnetka	• No stamps required • Final water bill must be paid			510 Green Bay Rd. Winnetka, IL 60093	847-501-6000 www.villageofwinnetka.org
Winthrop Harbor	• No stamps required • Final water bill must be paid			830 Sheridan Rd Winthrop Harbor, IL 60096	847-872-3846 www.winthropharbor.com
Woodridge	• Stamp $2.50 per $1,000 • $25 Exempt stamp required • All village debts must be paid	• Minimum 48 hours to process stamps • Transfer form required - available online • Original deed required for rubber stamp • Schedule final water reading at least 5 days prior to close NOTE: A $200 payment or average bill amount required to obtain stamps	Seller	5 Plaza Dr Woodridge, IL 60517	(630) 852-7000 www.woodridgeil.gov
Woodstock	• No stamps required • Final water bill must be paid			121 W. Calhoun St Woodstock, IL 60098	815-338-4300 www.woodstockil.gov
Worth	• $100 Water certification • Final water bill must be paid	• Schedule final meter reading at least 7 days prior to closing, original deed to obtain stamps	Seller	7112 W. 111th St Worth, IL 60482	(708) 448-1181 www.villageofworth.com
Yorkville	• No stamps required • Final water bill must be paid	• Request to read final water meter online		800 Game Farm Rd Yorkville, IL 60560	630-553-4350 www.yorkville.il.us
Zion	• Final water bill must be paid	• Final water meter reading required. Call (847) 746- 4060 to schedule.	Seller	2828 Sheridan Rd Zion, IL 60099	(847) 746-4000 www.cityofzion.com

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