



**APPLICATION FOR REAL ESTATE TRANSFER TAX REFUND**

**Effective July 5, 2006**

Section 39-164 of the Lake Forest City Code, as amended, provides for a not-to-exceed \$2,000 refund of the Real Estate Transfer Tax to certain purchasers who have sold another dwelling unit within The City of Lake Forest within a limited period.

**Instructions:**

This form must be filled out completely, signed by the applicant ("Taxpayer") and presented to the Finance Department at Municipal Services at 800 N Field Dr, Lake Forest, IL 60045. Unless the City is directed otherwise by a duly notarized or attested written instrument, the refund check will be made payable to the grantee(s) as shown on the Transfer Tax Declaration form. Please allow four (4) weeks for processing. For questions, please contact Crystal Edwards at (847-810-3618).

**SOLD DWELLING UNIT:**

Address of Property Sold	
Permanent Tax ID Number	
Date of Closing	

**PURCHASED DWELLING UNIT:**

Address of Property Purchased	
Permanent Tax ID Number	
Date of Closing	
Full Actual Consideration Paid	
Amount of Tax Paid	

**AFFIDAVIT**

**CITY OF LAKE FOREST**        }  
**COUNTY OF LAKE**            }  
**STATE OF ILLINOIS**        }        **SS**

Upon his oath, the undersigned Taxpayer(s), having been duly sworn, hereby declares as follows:

- (A) Taxpayer has purchased a dwelling unit in the City (the "Purchased Dwelling Unit") and has paid or caused to be paid to the City Clerk or the Clerk's designee the tax provided for in Section 39.155 of the City Code;
- (B) The Taxpayer has sold a dwelling unit in the City not more than one year prior to acquiring the Purchased Dwelling Unit for which any tax imposed under Section 39.155 of the City Code was timely and fully paid (the "Sold Dwelling Unit");
- (B) The Taxpayer had occupied the Sold Dwelling Unit as Taxpayer's principal residence for at least three years prior to sale;
- (C) The Taxpayer has either:
  - (1) Purchased and occupied as Taxpayer's principal residence the Purchased Dwelling Unit within one (1) year after the closing on the sale of the Sold Dwelling Unit and has not been the legal or beneficial owner of another dwelling unit occupied as Taxpayer's principal residence during such one year period; or

(2) The Taxpayer has entered into a valid and binding contract, dated not later than 60 days after the closing on the sale of the Sold Dwelling Unit, to purchase a newly constructed or renovated Purchased Dwelling Unit within the corporate limits of the City, but is unable to occupy such newly constructed or renovated Purchased Dwelling Unit within the time period specified in Subsection (1) above solely because a certificate of occupancy has not been issued by the City for such newly constructed or renovated Purchased Dwelling Unit. The refund due under this Subsection (2) shall be paid to the Taxpayer only upon actual occupancy of the newly constructed or renovated Purchased Dwelling Unit by the Taxpayer as his principal residence; and

(D) The tax due on the Purchased Dwelling Unit was timely and fully paid in accordance with Chapter 39 of the City Code.

**NOTE: No refund is available unless applied for within one (1) year after the payment of the Real Estate Transfer Tax on the Purchased Dwelling Unit.**

**Name of Applicant/Taxpayer:** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Signature of Applicant/Taxpayer:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Sworn to before me this** \_\_\_\_\_ **day of** \_\_\_\_\_ **20** \_\_\_\_\_ **(SEAL)**

\_\_\_\_\_  
**Notary Public**

# 3678874\_v2