



CITY OF ELMHURST
REAL ESTATE TRANSFER TAX APPLICATION FOR REFUND

DATE OF FILING WITH CITY

INSTRUCTIONS:

1. This form must be filled out completely, signed by at least one of the grantees (buyers), and presented to the Finance Department, 209 N. York St., Elmhurst, Illinois 60126, as required by the Elmhurst Real Estate Transfer Tax Ordinance.
2. Copy of the settlement statement from the property sold and from the property purchased.

Section 11.13 of the Elmhurst Municipal Code provides for a refund of Real Estate Transfer Tax paid under certain conditions, as follows:

11.13 Refund of Tax:

A grantor, seller, assignor, or transferor who has paid the tax shall be entitled to a refund of such tax in the event such grantor, seller, assignor, or transferor satisfies all of the following requirements:

- a) He previously owned and occupied a single-family dwelling or condominium unit within the corporate limits of the City as his principal residence; and
- b) He did not rent or lease any portion of the previously owned dwelling or real estate to another person or persons; and
- c) Within 180 days of the closing on the sale of principal residence, he subsequently purchases and occupies a single-family dwelling or condominium unit within the corporate limits of the City which is subject to the tax provided for in this Chapter as his principal residence.

I declare that I am eligible for a refund of Elmhurst Real Estate Transfer Tax according to Section 11.13 of the Elmhurst Municipal Code shown above. Attached is documentary evidence showing my eligibility for the refund. (List documents submitted) _____

Name: _____

Phone Number: _____

Email Address: _____

Address of Property Sold: _____

Address of Property Purchased: _____

Date: _____ Signature: _____

Amount of Tax Paid \$ _____

If approved, a check will be mailed in approximately 4-6 weeks.

For Office Use Only

Date Refund Approved: _____

Finance Department

Transfer Stamp # _____