

**WATER / LIEN LETTER
REAL ESTATE TRANSFER TAX STAMPS**



The information below pertains solely to the property located within the City of Joliet limits at _____, Illinois, P.I.N. _____
If this property is vacant land, please indicate with an X _____.

THE FOLLOWING ITEMS MUST BE PROVIDED TO RECEIVE STAMPS

Please be advised that there will be one more water/sewer billing after the final meter reading taken on the closing date. It is important that the Seller provides the City with a forwarding address.

Closing Date: _____

Seller/Grantor's Name: _____

Seller/Grantor's Forwarding Address: _____

Buyer/Grantee's Name: _____

Buyer/Grantee's Phone Number: _____

Buyer/Grantee's Date of Birth: _____

Buyer/Grantee's Address Prior to Sale: _____

Is This Property Going to Be Owner-Occupied? Yes _____ No _____
 If This is Currently Rental Property, Will the Current Tenants Be Remaining? Yes _____ No _____

WATER ACCOUNT NO.

AMOUNT

OFFICE USE ONLY

Water and Sewer Bill Total:	_____
Water and Sewer Liens	_____
Miscellaneous Liens or Open Invoices	_____
Special Service Area: This property is located within a special service area and will be required to pay special taxes in an amount to be determined in the future. This estimated amount of special taxes is subject to change and may increase or decrease.	_____
Total Currently Owed to the City of Joliet:	_____

The above information will be honored for a period of **four business days**. Day one of the agreement will commence as of the closing date stated above. After money due to the City is received, the Real Estate Transfer Tax Stamps may be affixed to the deed. **If this sale is cancelled or changes, please write "CANCEL" on this letter and return via fax or email.**

Agent: _____ City of Joliet Approval _____

Telephone: _____

Fax/Email: _____