



# Village of South Chicago Heights

## TEMPORARY TRANSFER CERTIFICATE COMPLIANCE APPLICATION

Notice is hereby given that the property hereinafter described is changing ownership and the undersigned.

Property Address: \_\_\_\_\_ Pin Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ -0000

Current Owner/Grantor: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
(please print)

Current Co-Owner/Co-Grantor: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
(please print)

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Please check all appropriate areas:  Property purchased from HUD  Property purchased from the VA  
\_\_\_\_ Single family residence  Condo, Townhouse  Two Unit  Other  
\_\_\_\_ Multi-unit (No. of units \_\_\_\_\_)  \*Commercial  \*Mixed use (commercial & residential)

\*Is property \_\_\_\_\_ Occupied or \_\_\_\_\_ Vacant? *If occupied by person other than owner, signed consent form required.*

New Owner/Grantee: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
(please print)

New Co-Owner/Co-Grantee: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
(please print)

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

WILL NEW OWNER(S) OCCUPY THIS PROPERTY?  YES  NO

Agent's Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_

**THIS APPLICATION MUST BE COMPLETED IN ITS ENTIRETY ALONG WITH ALL NECESSARY DOCUMENTS, PROOF OF OWNERSHIP, PHOTO ID, & NEW QUICK CLAIM DEED. MUST HAVE OWNER OR AGENT PICK UP ORIGINAL CERTIFICATE.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Driver's License/State I.D #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Seal

Notary Public

Payment Type: \_\_\_\_\_ Receipt #: \_\_\_\_\_