

VILLAGE OF BANNOCKBURN

Transfer Compliance Request Form

Staff only:

Date Received: _____

As required by the Village of Bannockburn Ordinance 2009-30, Notification and Request is being provided to the Village of Bannockburn, Illinois for a request for Transfer Compliance.

Form with 6 numbered sections: 1. Property Address for which compliance is requested; 2. Name of person or entity requesting transfer compliance request; 3. Contact information for person or entity requesting transfer compliance request (Phone and Email); 4. Name of the person or entity to which the Premises is to be transferred; 5. Anticipated closing date for the Transfer; 6. Today's Date (Village must have at least 10 days prior to closing).

Signed (person or entity applying)

Please fill out the document and then submit this request, with the FEE (\$100 fee for Residential property OR \$0.10 per Square Foot for Commercial property) to the Village of Bannockburn, located at 2275 Telegraph Road, Bannockburn IL. This application will not be routed prior to receipt of required fees. The Village's phone number is 847-945-6080 and staff email is Rmentkowski@villageofbannockburn.org should you have any questions.

Staff only:

TYPE OF PROPERTY: RESIDENTIAL OR COMMERCIAL

- Checkboxes for: SENT REQUEST TO ENGINEERING FOR THEIR ON-SITE REVIEW ON; ENGINEERING REVIEWED & SENT ON-SITE REVIEW APPROVAL/DENIAL ON; ADMINISTRATIVE COMPLIANCE REVIEW (Residential only). Includes fields for Outstanding fees or charges due to the Village, Uncorrected Ordinance violations, Fines due from prior tickets, and Recent permit activities.