



Village of Glendale Heights  
Community Development Department  
300 Civic Center Plaza  
Glendale Heights, Illinois 60139  
(630) 260-6030

## REAL ESTATE TRANSFER CERTIFICATE OF COMPLIANCE APPLICATION

This application shall be filed no less than **21 days** prior to transfer of property and be accompanied by a **Plat of Survey** dated within one year of listing and a copy of the listing.

Location \_\_\_\_\_ Phone Number for Inspection \_\_\_\_\_

Name of Seller \_\_\_\_\_ Phone Number(s) \_\_\_\_\_

Address of Seller \_\_\_\_\_

Name of Purchaser \_\_\_\_\_ Phone Number(s) \_\_\_\_\_

Address of Purchaser \_\_\_\_\_

Name & Address of Purchasers Mortgage Holder \_\_\_\_\_

Real Estate Office \_\_\_\_\_ Phone \_\_\_\_\_

Real Estate Office Address \_\_\_\_\_

Attorney \_\_\_\_\_ Phone \_\_\_\_\_

Attorney Address \_\_\_\_\_

Permanent Parcel Number (PIN) \_\_\_\_\_

### Type of Property:

\_\_\_\_\_ Single Family

\_\_\_\_\_ Condominium

\_\_\_\_\_ Town House

\_\_\_\_\_ Multi-Family/Number of Units

\_\_\_\_\_ Commercial

\_\_\_\_\_ Industrial

\_\_\_\_\_ Vacant Lot

Was this previously a rental?

☐ Yes ☐ No

Will this property be a rental?

☐ Yes ☐ No

FEE \_\_\_\_\_

THE ISSUANCE OF A CERTIFICATE OF COMPLIANCE SHALL IN NO WAY BE CONSTRUED TO BE GUARANTEE IN ANY WAY BY THE VILLAGE OF GLENDALE HEIGHTS THAT THE STRUCTURE IS FREE FROM ANY DEFECTS WHETHER LATENT OR PATENT AND PROVIDES NO GUARANTEE THAT FUTURE VIOLATIONS CANNOT OR WILL NOT OCCUR AT THE ABOVE ADDRESS. THIS IS A VISUAL INSPECTION ONLY.