



CHICAGO COMMERCIAL CENTER
CHICAGO TITLE INSURANCE COMPANY

April 15, 2010

Dear Valued Clients,
Re: EZ Dec

The real property transfer tax process is changing with EZ Dec. This project is sponsored by the City of Chicago, Cook County and the State of Illinois with the goal to improve Illinois' real property transaction process with a Web-based/paper –free system. Thus, EZ Dec (www.ezdecapp.com) was created as an alternative for preparing and filing real property transfer tax declarations and purchasing transfer tax stamps.

When will EZ Dec be available?

- The system is now available in Chicago and across Cook County. Please note, at present no municipalities other than the City of Chicago are on EZ Dec.
- EZ Dec will be rolled out across all Illinois counties at a future date.

Why EZ Dec?

- As a method to increase efficiencies in the transfer tax payment process
- Reduce paper usage. Paper declarations are costly and time-consuming to produce. By using EZ Dec you can apply for transfer stamps for three jurisdictions (City of Chicago, Cook County & State of Illinois) with a single website and file those declarations electronically through EZ Dec..

Who will use EZ Dec?

- Attorneys, title companies and title company agents, the City of Chicago, Cook County and the State of Illinois will use EZ Dec.
- Attorneys can prepare their transfer declaration information online in EZ Dec and *Submit* the declaration for closing in advance of the closing date (see www.ezdecapp.com for preparation instructions) requiring they need to come to closing only with the EZ Dec file number (and any required certifications for City of Chicago transfers) in order to have Chicago Title purchase transfer stamps.
- Title companies and agents will use EZ Dec solely to purchase transfer tax stamps.

CHICAGO TITLE INSURANCE COMPANY

Chicago Commercial Center

171 North Clark St. | Chicago, IL 60601

phone: 312.223.4CCC | fax: 312.223.5888

Nationwide Coverage. Personal Commitment™



CHICAGO COMMERCIAL CENTER
CHICAGO TITLE INSURANCE COMPANY

How can you prepare for EZ Dec?

- Visit www.ezdecapp.com and register all users in your firm/company that will be responsible to prepare transfer tax declarations. This is a one time activity and there is no fee.
- Review the steps to create declarations, submit declarations and accept and close by clicking on *EZ Dec Training Modules* on the website. This will insure that the declarations are prepared correctly and will be ready for closing.

Do I have to use EZ Dec?

- No. EZ Dec is an alternative to preparing paper declarations. As of now it is optional.
- The filing of paper declarations and walk-up purchase of transfer tax stamps will continue to be available to parties involved in real estate transactions.

All other real estate transfer requirements (e.g. water department certifications, zoning department certifications and building registrations) will remain the same. The new system will only change the way you complete the transfer tax declaration forms, should you choose to use EZ Dec. All transfer tax laws and fees will still apply.

We hope that this information is helpful and if you have any additional questions, we invite you to visit our Chicago Commercial Center website (www.chicagocommercialcenter.com) to find many additional links to EZ Dec or please feel free to contact your account representative.

CHICAGO TITLE INSURANCE COMPANY

Chicago Commercial Center
171 North Clark St. | Chicago, IL 60601
phone: 312.223.4CCC | fax: 312.223.5888

Nationwide Coverage. Personal Commitment™



Real Property Transfer Tax filing is about to change with EZ Dec!

What is EZ Dec?

EZ Dec is a website for filing real property transfer tax declarations. This paper-free solution replaces:

- City of Chicago Form 7551 – Real Property Transfer Tax Declaration
- Cook County Real Property Transfer Declaration
- State of Illinois PTAX 203, 203A and 203B

EZ Dec will be used by Attorneys, Title Companies, City of Chicago, Cook County and State of Illinois

EZ Dec will arrive in Chicago and Cook County starting Q4, 2009 – and across Illinois in the future

EZ Dec – A Multi-Agency Partnership

The EZ Dec project is sponsored and funded by the **City of Chicago**, **Cook County** and **State of Illinois**. It was created with the goal of improving Illinois' real-property transaction processes and providing a thoughtful use of taxpayer dollars.



What will Change with EZ Dec?

- Transfer Tax Declaration forms will be replaced by the EZ Dec website - www.ezdecillinois.org
- Redundant Chicago, Cook County and Illinois transfer tax questions will be eliminated
- PIN information will be validated against county assessor data immediately
- Tax and exemption calculations are automatic for Chicago, Cook County and Illinois
- Printed declaration forms are no longer required

What will NOT change?

- All real-estate transfer activities except completing declarations are unchanged
- Real property transfer tax laws and fees apply for Chicago, Cook County and State of Illinois
- Real Property Transfer Tax stamps are purchased through Title Companies, Chicago City Hall and Cook County Recorders Offices
- Deeds are still recorded by the Cook County Recorder
- Municipalities beyond Chicago will not change their current real estate transfer processes

EZ Dec Availability – Expected in November, 2009

EZ Dec will be available in November, 2009 for transfers within Chicago and across Cook County.

EZ Dec will be rolled out across all Illinois counties at a future date.

Where can I go for more information?

Visit the EZ Dec Portal for more info: www.ezdecapp.com

Send questions to the EZ Dec team: ezdecproject@cityofchicago.org