



DIAMOND BUSH
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ABANDONMENT PROGRAM INTAKE FORM

Legal Standard for Abandonment (65 ILCS 6/11-31-1(d))

Municipalities may seek judicial deeds to properties with the following characteristics:

- (1) Either the property has been tax delinquent for 2 or more years **or** bills for water service for the property have been outstanding for 2 or more years;
- (2) The property is unoccupied by persons legally in possession; and
- (3) The property contains a dangerous or unsafe building for reasons specified in the petition.

Identifying Abandonment Properties: Step by Step

- Step 1:** Identify properties with vacant (i.e. no sign of legal occupation) residential, commercial or industrial structures.
- Step 2:** Search for delinquent property taxes:
- Cook County: www.cookcountypropertyinfo.com (search by address or Property Identification Number (PIN) or Cook County Clerk's Website (www.cookcountyclerk.com/tsd/delinquenttaxsearch/Pages/default.aspx))
- Will County: www.thewillcountyclerk.com/taxes/tax-sale-redemption/tax-redemption-inquiry/
- Kankakee County: <http://treasurer.k3county.net/>
- Step 3:** Are there at least two (2) years of back taxes that are delinquent?
- Step 4:** Review municipal water billing records for the property. Is there a balance that has been due for two (2) or more years?
- Step 5:** If there are two (2) years of back taxes **or** delinquent water balances, send an inspector to identify building code violations and assess the condition of the structure.
- Step 6:** Complete the Property Information portion below and scan to Brent Denzin (bdenzin@ancelglink.com) or Dan Bolin (dbolin@ancelglink.com) for review.

Property Information

1. Property: Address:

PIN(s):

Type: Residential Commercial Industrial (Circle one)

Owner: _____

Contact with Owner? Yes No (Circle one)

2. Back Taxes: Years: _____

Approximate Amount Due _____

3. Delinquent Water Balance for > 2 Years? Yes No (Circle one)

(Attached: Water billing records showing delinquency)

4. Description of Property Code Violations:

(Attached: Inspection report(s)/citations identifying conditions)

Building Inspector Contact: _____

(Name/E-Mail/Phone)

Village/City Contact: _____

(Name/E-Mail/Phone)

Prepared by: _____

Date: _____

When prepared, please scan to Brent Denzin (bdenzin@ancelglink.com) or Dan Bolin (dbolin@ancelglink.com).