

PAT McGUIRE, WILL COUNTY TREASURER
WILL COUNTY OFFICE BUILDING
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DUPLICATE PAYMENT REFUND APPLICATION

If a duplicate payment of property tax exists on your parcel and you wish a refund, you must submit the following: (1) proof of payment, and (2) a written release. The tentative date for refund of duplicate payments is **6-8 weeks** after receipt of all necessary documentation.

Proof of Payment

Please provide one of the following:

- Photocopies of the front and back of your canceled check(s)
- Your monthly bank statement identifying date(s) and amount(s) paid
- Your tax bill receipt(s) for the tax installment(s) provided to you if your payment was made in person or at the bank

The homeowner must also provide:

- Photocopy of your most current Mortgage Statement which should indicate your loan or account number

Written Release

You may only use this written release form if you are listed as one of the payors of the duplicate payment on our website.

Refunds can only be obtained when sufficient documentation (a written release and proof of payment) are submitted from both payors.

INFORMATION ABOUT THE DUPLICATE PAYMENT

TAX YEAR: _____ PIN: ____-____-____-____-____-____ INSTALLMENT: 1 2

I, the undersigned, on oath depose that, as taxpayer, or agent therefor, that a duplicate payment has been made and the refund of this duplicate payment should be issued to the name indicated below. I agree to indemnify and hold harmless and defend the Will County Collector against any and all claims or damages which may result from the refund of this duplicate payment.

WRITTEN RELEASE

REFUND TO:

NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE: (____) _____

LOAN #: _____ -OR- FILE #: _____

COMMENTS: _____

SIGNATURE (PERSON COMPLETING FORM)

COMPANY

PRINTED NAME

TITLE