

# LIMITED PUBLIC ACCESS – BY APPOINTMENT ONLY

Due to restrictions on maximum capacity in this space, Public Access is permitted **By Appointment Only** until further notice

### If you have an appointment:

Present yourself to the Greeter with your appointment confirmation information

### If you are requesting a Walk-In:

Present yourself to the Greeter and indicate what business you must accomplish today. *Walk-Ins will be accommodated as capacity allows and as the relevant staff become available.*

### To schedule a future appointment:

Call: 312-898-9811

### To file documents:

Time-stamp your document and place it in the Drop Box.  
*(Include a self-addressed envelope to have a receipt mailed to you)*

### Am I in the correct office?

#### Services Available in this Office

- Estimates and Payments of Redemption for delinquent property taxes
- Certified Copy of Payment for Tax Year 2017 and Prior taxes
- Certified Copy of a Judgment Book page
- Tax Buyer filings
- Verification of "Take Notice Fee"
- Identify PIN from address or legal description
- Copy of Tax Map or PIN Legal Description
- Tax Certification of Plat (prior to Recording)
- Taxing District Filings
- Fire Insurance Certification
- Vacated Tax Sale Filing

## Available Services Table (is\_available=T or F)

- Services Not Available in this Office
- Payment or Questions about Current Taxes (2018 & 2019) – See Cook County Treasurer
- Questions about the 2018 Tax Sale – See Cook County Treasurer
- Questions about Property Tax Values – See Cook County Assessor
- Questions about Homeowner or Senior Citizen Exemptions – See Cook County Assessor
- Questions about Property Ownership or Deeds – See Cook County Recorder of Deeds

## Departments

### No Time to Wait?

Documents to be Filed may be Time-Stamped and placed in the Drop Box  
The following Services and Products available via Phone, Online or through USPS or other carrier:

#### Tax Redemption

##### Taxpayer Services:

Order an Estimate of Redemption:  
<https://www.cookcountyclerk.com/publications/order-form-estimate-of-redemption-or-other-delinquent-tax-bills>

##### Other Taxpayer questions:

Call: 312-603-5645  
Or Email: [Delinquent.TaxSales@cookcountyclerk.com](mailto:Delinquent.TaxSales@cookcountyclerk.com)

##### Taxbuyer Services:

2019 Forfeiture Sale 22-5 Take Notices:  
Follow directions on <https://www.cookcountyclerk.com/agency/property-taxes>  
Email: [Delinquent.TaxSales@cookcountyclerk.com](mailto:Delinquent.TaxSales@cookcountyclerk.com)

##### Notices of Extension:

Follow directions on <https://www.cookcountyclerk.com/agency/property-taxes>  
Email: [Delinquent.TaxSales@cookcountyclerk.com](mailto:Delinquent.TaxSales@cookcountyclerk.com)

#### Map Department

##### Obtain a PIN from an address:

Cook County Assessor's website: <https://cookcountyassessor.com>  
CookViewer mapping application: <https://maps.cookcountyclerk.com/cookviewer/>  
Additional assistance: Call 312-603-5640

##### Legal Description Request (\$10 fee):

<https://www.cookcountyclerk.com/publications/order-form-certified-legal-description-10>

##### Tax Map Request (\$5 fee):

<https://www.cookcountyclerk.com/publications/order-form-tax-maps-5>

##### Plat Approval/Tax Search: Email [Clerk.Maps@cookcountyclerk.com](mailto:Clerk.Maps@cookcountyclerk.com)

Additional assistance: Call 312-603-5640  
Or Email: [Delinquent.TaxSales@cookcountyclerk.com](mailto:Delinquent.TaxSales@cookcountyclerk.com)

### Taxing District Rates & Filings

#### Document filing:

Online: Documents may be filed using the Clerk's secure taxing district portal at [DistrictPortal.cookcountyclerk.com](http://DistrictPortal.cookcountyclerk.com)  
In Person: Time-stamp your document and place it in the Drop Box. For return receipt, please include a self-addressed envelope

For other taxing district questions or to make an appointment, contact [Tax.Extension@cookcountyclerk.com](mailto:Tax.Extension@cookcountyclerk.com)

### Accounting Department

For Accounting Department Questions or Requests email [delinquenttax.accounting@cookcountyclerk.com](mailto:delinquenttax.accounting@cookcountyclerk.com)