



**CLASS S**  
**AFFIDAVIT FOR INCENTIVE PROPERTIES**

**Control #**

As the owner of Class S property, you are now required to file an annual affidavit with the Cook County Assessor's Office. **We are also requesting a copy of your current/non-expired U.S. Department of Housing and Urban Development project based Section 8 Renewal Contract for Mark-Up-To-Market Project.**

Please complete the affidavit, and list the Permanent Index Number(s) participating in the program. The deadline for returning the affidavit is **July 31<sup>st</sup>, 2019**.

**Failure to file a completed, original affidavit with the correct information by the required deadline can result in the loss of your Class S status.**

**Please answer the following questions:**

1. Was there a change of **use** since this property qualified for the Class S incentive?    YES    NO
2. Was there a change of **ownership**, or **occupancy** during last 3 years?    YES    NO

If your answer to either of the above questions is YES, you **must** also complete the appropriate section(s) of the **Incentive Information Sheet** (on reverse).

3. Address of the property receiving Class S:

\_\_\_\_\_

\_\_\_\_\_

4. Complete the following information, identifying the occupant(s) of the property by name, detailed description of the use(s) of the property, total square footage being used by each occupant, and total number of employees as of January 1<sup>st</sup> .. (Attach additional pages, if necessary)

Occupant's Name: \_\_\_\_\_

Property Use: \_\_\_\_\_

Building's Square Footage: \_\_\_\_\_      Number of Units: \_\_\_\_\_

Employees: \_\_\_\_\_      Full Time: \_\_\_\_\_      Part Time: \_\_\_\_\_

List the **Permanent Index Number(s)** of each parcel  
of your Class S property below: (Use additional paper if necessary)

1. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_      5. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_
2. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_      6. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_
3. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_      7. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_
4. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_      8. \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_

## INCENTIVE INFORMATION SHEET

**1. Change of Use:**

If any, please describe below:

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**2. Change of Ownership:**

Buyer: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Date of Transfer: \_\_\_\_\_

**Note: Submit evidence of transfer**

**3. Change of Occupancy:**

If any, please describe below:

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Date of Change: \_\_\_\_\_

Reason for Change: \_\_\_\_\_

**4. Is Property Vacant?**

If YES – Since When: \_\_\_\_\_

**COMPLETE THE FOLLOWING:**

Owner: \_\_\_\_\_  
(Print name)

Representative (if not owner): \_\_\_\_\_  
(Print name)

Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Email address: \_\_\_\_\_

*I, the undersigned, certify that I have read this Affidavit and the statements set forth in this Affidavit and the attachments hereto are true and correct.*

\_\_\_\_\_  
Signature

Date

Subscribed and sworn to,  
before me this \_\_\_\_\_ day  
of \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
Notary Public

**RETURN TO:**  
Fritz Kaegi  
Cook County Assessor  
  
***ATTN: Incentive  
Department***  
118 N. Clark Street  
Room 301  
Chicago, Illinois 60602

# Contact Information Sheet

**\*\*\* IMPORTANT - Return this sheet with Annual Affidavit \*\*\***

*Please provide as much information as possible.*

## **CONTACT INFORMATION:**

Applicant Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Company: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_