

# PROPERTY TAX BULLETIN BOARD

(Updated 03/05/2018)

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## NOTICE OF STATE-WIDE EXAM FOR SUPERVISOR OF ASSESSMENTS

**Date:** Tuesday, March 27, 2018  
**Time:** 10:30 a.m.  
**County:** Boone  
**Location:** Boone County Administration Building  
1212 Logan Avenue  
Belvidere, IL 61008  
**County Coordinator:** Mr. Ken Terrinoni  
**Contact Number:** 815 547-4770

Individuals interested in taking this examination should contact the county coordinator by 10:00 a.m. of the day before the test to register and to obtain an application form. If no one has registered to take the exam by 10:00 a.m. of the day before the scheduled examination, the department reserves the right to cancel the exam. The coordinator will be able to provide specific details concerning the test site location. Knowing the number of applicants, and of any special needs, will enable the coordinator to insure the room is suitable.

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## NOTICE OF STATE-WIDE EXAM FOR BOARD OF REVIEW

**Date:** Tuesday, May 1, 2018  
**Time:** 10:30 a.m.  
**County:** Kane  
**Location:** Kane County Government Center  
719 Batavia Ave., Bldg A Auditorium  
Geneva, IL 60134  
**County Coordinator:** Ms. Sandra Orlando  
**Contact Number:** 630 208-2119

Individuals interested in taking this examination should contact the county coordinator by 10:00 a.m. of the day before the test to register and to obtain an application form. If no one has registered to take the exam by 10:00 a.m. of the day before the scheduled examination, the department reserves the right to cancel the exam. The coordinator will be able to provide specific details concerning the test site location. Knowing the number of applicants, and of any special needs, will enable the coordinator to insure the room is suitable.

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## **PRE-APPOINTMENT/ELECTION CERTIFICATION**

Candidates for the positions of township assessor or chief county assessment officer, **must** file a certificate of qualification at the time they participate as a candidate for election, appointment, or to contract to do the work. An application for certification can be found in the “Education” area of this web site. Anyone with questions concerning qualifications or certification should contact Adrienne Bailey at 217 785-6636 or by email at [Rev.PropTaxEd@illinois.gov](mailto:Rev.PropTaxEd@illinois.gov) .

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## **UPDATED TELEPHONE NUMBER AND MAIL CODE FOR PROPERTY TAX**

The former Property Tax Division phone number 217-782-3627 is once again in service and has been reassigned to the Sales Ratio and Equalization Section. Please call the Property Tax Division main phone number 217-782-3627. Do not call the former phone number, 217-785-6619, which will be disconnected.

The mail code for the Property Tax Division has also changed. Effective immediately, please use the below address when mailing items to the Property Tax Division.

Illinois Department of Revenue  
Property Tax Division  
101 West Jefferson St., MC 3-450  
Springfield, IL 62702

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## **COUNTIES PARTICIPATING IN MYDEC**

MyDec at MyTax Illinois is used by individuals, title companies, and settlement agencies to submit, approve, or reject Real Property Transfer Tax Declarations (replaces the EZDec system). Participating counties now include Adams, Boone, Bureau, Carroll, Champaign, Clark, Clinton, Coles, Cook, DuPage, Edgar, Fayette, Fulton, Grundy, Jackson, Jefferson, Kane, Kankakee, Lake, LaSalle, Logan, Macon, Madison, Marion, McDonough, McLean, Ogle, Peoria, Randolph, Rock Island, Sangamon, Stephenson, Tazewell, Vermilion, Whiteside, Will, Williamson, Winnebago, and Woodford, as well as the City of Chicago. For more information about the MyDec program, please visit the following link.

<http://tax.illinois.gov/LocalGovernment/PropertyTax/MyDec/>

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## **REGISTRATION FOR HOME STUDY EXAMINATIONS**

Home study examination dates are listed in the course schedule. Space is limited so registration for all home study examinations must be submitted in writing at least one week prior to the

examination date. Please be advised that registration for home study examinations will close one week prior to the examination date. Any late registrations will be processed for the next available course date.

Home study course material is available in a PDF format in the "Education" section of this website.

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