

REGISTERING IN THE ONLINE FILING SITE*

*Please note that if are currently using the Cook County Assessor's Online Filing platform to submit building permits or to help a constituent file an appeal, you do not need to register, as you already have an existing account.

On your browser of choice, type the online appeal URL as follows:

<https://propertytaxfilings.cookcountyil.gov/>

If you have never used the Cook County online appeal application before or have yet to register, please click on the [New User? Create an account](#) link in the home page to register.



The screenshot shows the login page for the Cook County Government. At the top left is the Cook County Seal, and to its right is the text "COOK COUNTY GOVERNMENT". Below this is the heading "Login". There are two input fields: "Email" and "Password". Below the "Password" field is a "Login" button. At the bottom left, there is a link "Forgot password?". At the bottom center, there is a link "New user? Create an account" which is highlighted with a red rectangular box.

Once you have clicked, you will be routed to the Account Registration page to register.



The screenshot shows the account registration page for the Cook County Government. At the top left is the Cook County Seal, and to its right is the text "COOK COUNTY GOVERNMENT". Below this is the heading "Account Registration". Underneath the heading is the instruction: "To register for a new account, complete the information below and click the Register button." There are two input fields: "Email" and "Password". Each field has a red asterisk icon to its right, indicating a required field. Below the "Password" field is the text "8-character minimum; case-sensitive". At the bottom center, there is a "Register" button.

Please enter a valid email address and create an 8-character minimum, case sensitive password. Please note that registration and filing notifications will be sent to account registration email and not any other email addresses that CCAO may have on record.

Click **Register**.



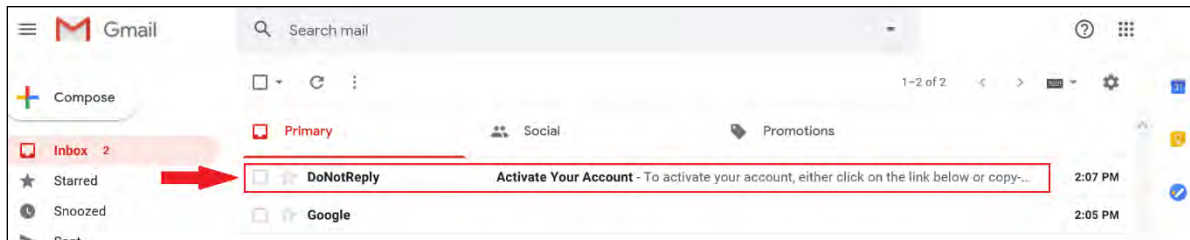
The screenshot shows the 'Account Registration' page for Cook County Government. At the top left is the Cook County seal, and to its right is the text 'COOK COUNTY GOVERNMENT'. Below this is the heading 'Account Registration' and a sub-heading 'To register for a new account, complete the information below and click the Register button.' There are two input fields: 'Email' with the value 'cookassessor1@gmail.com' and a checkmark icon, and 'Password' with a masked password '●●●●●●●●' and a checkmark icon. Below the password field is the text '8-character minimum; case-sensitive'. At the bottom is a 'Register' button.

You will receive a message that your account has been created; please check the email address you used for registration for instructions on how to complete the registration process.

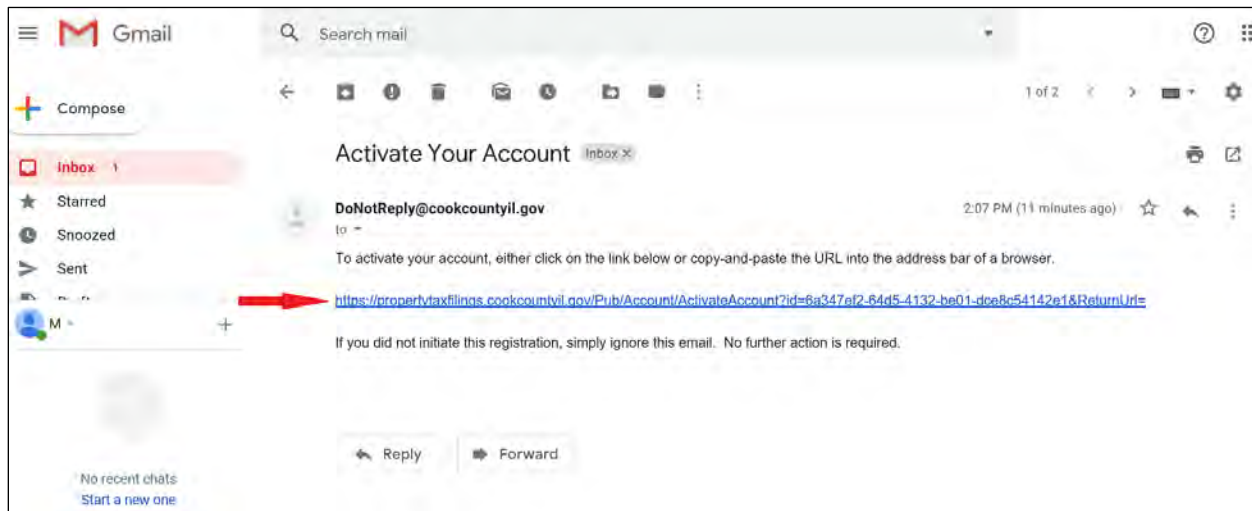


The screenshot shows the 'Account Registration' confirmation page for Cook County Government. At the top left is the Cook County seal, and to its right is the text 'COOK COUNTY GOVERNMENT'. Below this is the heading 'Account Registration' and a sub-heading 'Your account has been created.' There is a line of text: 'To log in: **Check your email.** A message will be sent to cookassessor1@gmail.com shortly with instructions to activate your account.'

In your email inbox, open the **Active Your Account** email sent by **DoNotReply@cookcountyil.gov**. If you do not see this email in your inbox, please check your Spam folder.



Once the **Active Your Account** email has been opened, click on the link or copy and paste the URL into the address bar of your browser to complete the registration process.



You will be rerouted back to the online appeal application and you should see a message confirming that your account has been activated. You can now login and submit your online filing!



NAVIGATING THE ONLINE FILING SITE

Once you have completed the registration process, you will be able to log into the online application at any time.

Enter the online application URL into your browser of choice and hit enter.

<https://propertytaxfilings.cookcountyil.gov/>



The screenshot shows the login page for the Cook County Government online filing site. At the top left is the Seal of Cook County, Illinois, featuring a house and a plow. To the right of the seal, the text "COOK COUNTY GOVERNMENT" is displayed in a large, blue, sans-serif font. Below this, the word "Login" is centered in a large, black, sans-serif font. Underneath "Login" are two input fields. The first is labeled "Email" and contains the text "cookassessor1@gmail.com" with a small "x" icon on the right side. The second is labeled "Password" and contains a series of ten black dots. Below the password field is a "Login" button. At the bottom of the form, there are two links: "Forgot password?" and "New user? Create an account".

In the home page, you will be able to click on the following tabs within the online application:

[Available Filings](#) - Filer can view and select from the different filing types available for online submittal via the online application.

Available Filings

To create a new filing, click on a filing type below.

[Annual Exempt Affidavit or Change Filing \(2023\)](#)

This filing is only for exempt properties pursuant to 35 ILCS 200/15-10. This filing can also be used to report any changes throughout the 2022 assessment year.

[Assessment Appeal for Vacant Land Properties \(2022\)](#)

All vacant and unimproved real estate (class 1).

[CCAO Appeals - 2021 Real Estate Assessed Valuation Appeal \(Commercial\)](#)

Cook County Assessor's Office 2021 Commercial Real Estate Assessed Valuation Appeal

[CCAO Appeals - 2021 Real Estate Assessed Valuation Appeal \(Condo/Coop\)](#)

Cook County Assessor's Office 2021 Condo/Coop Real Estate Assessed Valuation Appeal

[CCAO Appeals - 2021 Real Estate Assessed Valuation Appeal \(Incentive\)](#)

Cook County Assessor's Office 2021 Real Estate Assessed Valuation Incentive Appeal

[CCAO Appeals - 2021 Real Estate Assessed Valuation Appeal \(Omitted Assessment\)](#)

Cook County Assessor's Office Real Estate Assessed Valuation Omitted Assessment Appeal

[CCAO Appeals - 2021 Real Estate Assessed Valuation Appeal \(Residential\)](#)

Cook County Assessor's Office 2021 Residential Real Estate Assessed Valuation Appeal

[CCAO Appeals - 2021 Real Estate Assessed Valuation Appeal \(Residential\) with Comparable Grid](#)

Cook County Assessor's Office 2021 Real Estate Assessed Valuation Appeal (Residential) with Uniformity/Comparables Grid

My Filings - Filer can view the list of filings that they have either started and/or submitted via the online; any of these filings will be available for review by the filer at any time. Filer can also view their filings as Tiles or List.

Tile

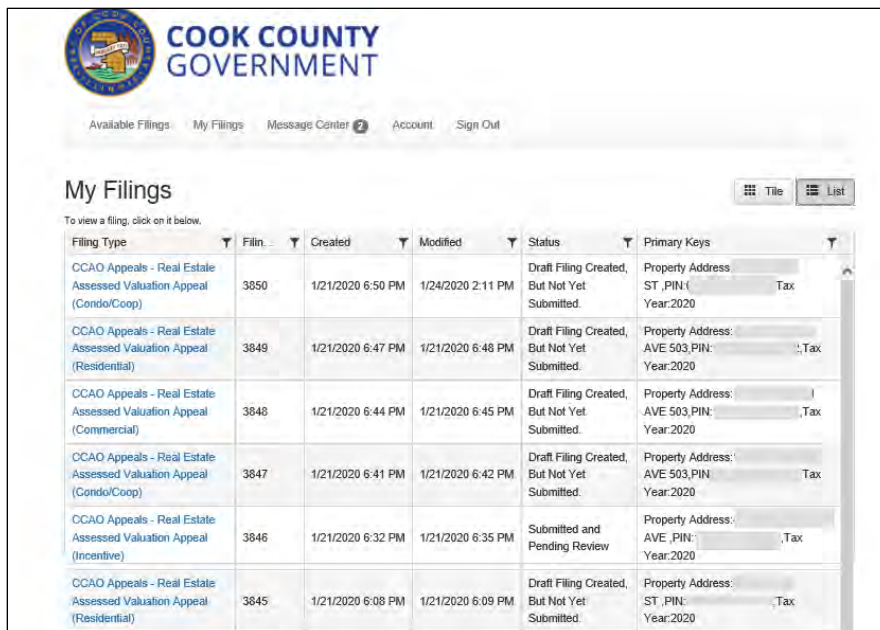


The screenshot shows the 'My Filings' page in 'Tile' view. It displays four individual filing cards, each containing the following information:

- CCAO Appeals - Real Estate Assessed Valuation Appeal (Condo/Coop)**
- Filing Id: 3850
- Created: 01/21/2020 6:50 PM
- Modified: 01/24/2020 2:11 PM
- Status: Draft Filing Created, But Not Yet Submitted.
- Primary Keys: Property Address: [redacted] Tax Year: 2020

The other three cards follow a similar pattern for Residential and Commercial appeals, with filing IDs 3849, 3848, and 3847 respectively.

List



The screenshot shows the 'My Filings' page in 'List' view, displaying a table of filings. The table has the following columns: Filing Type, Filing ID, Created, Modified, Status, and Primary Keys.

Filing Type	Filing ID	Created	Modified	Status	Primary Keys
CCAO Appeals - Real Estate Assessed Valuation Appeal (Condo/Coop)	3850	1/21/2020 6:50 PM	1/24/2020 2:11 PM	Draft Filing Created, But Not Yet Submitted.	Property Address: [redacted] ST, PIN: [redacted] Tax Year:2020
CCAO Appeals - Real Estate Assessed Valuation Appeal (Residential)	3849	1/21/2020 6:47 PM	1/21/2020 6:48 PM	Draft Filing Created, But Not Yet Submitted.	Property Address: [redacted] AVE 503, PIN: [redacted] Tax Year:2020
CCAO Appeals - Real Estate Assessed Valuation Appeal (Commercial)	3848	1/21/2020 6:44 PM	1/21/2020 6:45 PM	Draft Filing Created, But Not Yet Submitted.	Property Address: [redacted] AVE 503, PIN: [redacted] Tax Year:2020
CCAO Appeals - Real Estate Assessed Valuation Appeal (Condo/Coop)	3847	1/21/2020 6:41 PM	1/21/2020 6:42 PM	Draft Filing Created, But Not Yet Submitted.	Property Address: [redacted] AVE 503, PIN: [redacted] Tax Year:2020
CCAO Appeals - Real Estate Assessed Valuation Appeal (Incentive)	3846	1/21/2020 6:32 PM	1/21/2020 6:35 PM	Submitted and Pending Review	Property Address: [redacted] AVE, PIN: [redacted] Tax Year:2020
CCAO Appeals - Real Estate Assessed Valuation Appeal (Residential)	3845	1/21/2020 6:08 PM	1/21/2020 6:09 PM	Draft Filing Created, But Not Yet Submitted.	Property Address: [redacted] ST, PIN: [redacted] Tax Year:2020

You will also be able to view the status of a specific created filing, including Filing Name, Filing ID, date the filing was created and/or last modified, status of filing and key identifying components of that specific filing depending on the filing type (most commonly Property Address, Property Index Number and/or Tax Year).

My Filings

☰ Tile
☰ List

To view a filing, click on it below.

[Apply For Exemptions \(2021\)](#)

Filing Id 23493
Created 03/10/2023 3:02 PM
Modified 03/13/2023 8:15 PM
Status Submitted and Assigned for Review
Primary Keys PIN: 03094010100000

[Annual Exempt Affidavit or Change Filing \(2023\)](#)

Filing Id 23486
Created 03/09/2023 4:46 PM
Modified 03/09/2023 4:47 PM
Status Draft Filing Created, But Not Yet Submitted.
Primary Keys Agency Name: ARLINGTON HTS PK DIST Agency Code:

[Apply For Exemptions \(2021\)](#)

Filing Id 23479
Created 03/08/2023 7:50 PM
Modified 03/13/2023 10:41 AM
Status Draft Filing Created, But Not Yet Submitted.
Primary Keys PIN: 03091070080000

[Commercial Assessment Appeal \(2023\)](#)

Filing Id 23478
Created 03/08/2023 7:42 PM
Modified 03/08/2023 7:42 PM
Status Draft Filing Created, But Not Yet Submitted.
Primary Keys Property Address: 2924 JACKSON DR PIN: 03094010100000 Tax Year: 2021

If the filing has not been completed, you will be able to go back and resume your filing by clicking on the filing link.

Message Center - Filer can view system generated messages based off of a submitted filing; confirmation of a submitted online filing can be viewed here at any time.

Please note that you will not be able to initiate messages to CCAO via the application.

You can view the received message per filing by selecting a row on the grid.



COOK COUNTY
GOVERNMENT

Available Filings My Filings Message Center Account Sign Out

Message Center

Intro Send Messages

Help Refresh

From	Subject	Received
System	Incentive Appeal Filing - SUBMITTED Filing ID#3046	01/21/2020 6:34 PM
System	Incentive Appeal Filing - SUBMITTED Filing ID#3839	01/21/2020 6:44 PM
System	Residential Appeal Filing - SUBMITTED Filing ID#3268	01/06/2020 9:00 PM
System	Residential Appeal Filing - SUBMITTED Filing ID#3287	01/06/2020 8:15 PM

Select Message



COOK COUNTY
GOVERNMENT

Available Filings My Filings Message Center Account Sign Out

Message Center

Intro Send Messages

Help Refresh

From	Subject	Received
System	Incentive Appeal Filing - SUBMITTED Filing ID#3046	01/21/2020 6:34 PM
System	Incentive Appeal Filing - SUBMITTED Filing ID#3839	01/21/2020 6:44 PM
System	Residential Appeal Filing - SUBMITTED Filing ID#3268	01/06/2020 9:00 PM
System	Residential Appeal Filing - SUBMITTED Filing ID#3287	01/06/2020 8:15 PM

Your Incentive Appeal Filing , (ID# 3046) has been Submitted.

If you have any questions please contact the Cook County Assessors Office.

To review your filing click the link below or copy and paste the link into your browser.

Thank you!

Cook County Assessors Office

[Account](#) - Filer can view, edit or deactivate their account.



The screenshot shows the 'Account' management interface for the Cook County Government. At the top left is the Cook County Seal, and to its right is the text 'COOK COUNTY GOVERNMENT'. Below this is a navigation bar with links for 'Available Filings', 'My Filings', 'Message Center', 'Account', and 'Sign Out'. The main content area is titled 'Account' and contains three rows of account management options:

Account Management Option	Current Value / Action
Email	cookassessor1@gmail.com Change Email
Password	Change Password
Account Management	Deactivate your account

[Sign Out](#) - Filer can sign out of the application.

FILING AN ANNUAL EXEMPT AFFIDAVIT OR CHANGE FILING

This filing will allow you to select properties within your exempt agency portfolio to confirm no changes or report if changes have occurred in the preceding assessment year. Since this filing will allow you to file multiple times or subsets of PINs, it is recommended that if you are reporting properties with changes for the current assessment year that are impacted by the same supporting documents (for example, a deed that includes several properties or leaseholds being terminated on the same leasehold termination document), that these be filed together in a single submission and/or separately from other properties.

Log into the online application site at any time by entering the URL into your browser of choice and hit enter.

<https://propertytaxfilings.cookcountyil.gov/>

Select the **Annual Exempt Affidavit or Change Filing** from the available filings:

[Annual Exempt Affidavit or Change Filing \(2023\)](#)

This filing is only for exempt properties pursuant to 35 ILCS 200/15-10. This filing can also be used to report any changes throughout the 2022 assessment year.

You will be presented with the Exempt Properties Annual Affidavit screen, where you will click on **Begin Filing** to proceed.

Cook County Assessor's Office

Exempt Properties Annual Affidavit

This filing is for use by the Agencies to file your 2023 Annual Affidavit for properties owned for the 2022 assessment year.

Note: You are required by law to update changes to property owned by your agency. This Electronic Annual Affidavit System will allow you to update information for your properties by PIN(s), Request Deletion of Leaseholds and upload documents.

Press "**Begin Filing**" to start filing and follow the instructions on the following page.

[Begin Filing](#)

You will then be prompted to enter Agency Code and Agency Password as issued by the Cook County Assessor's Office via mail or e-mail.

If you did not receive your current filing year reminder letter, please contact the Exempt Department via department email at Assessor.Exempt@cookcountyil.gov

Enter your agency name and password in the search options and click **Search**.

2023 Exempt Properties Annual Affidavit filing

Agency Search

Please search for your Agency with using your Agency Code in the search options below. Once you find your Agency, select it in the search results grid, then click the **Start Filing** button.

Agency Code

Agency Password

Search Result

Agency No.	Agency Name	Agency Address	CITY NAME
No items to display			

This will should return your reporting agency; click **Start Filing**.

2023 Exempt Properties Annual Affidavit filing

Agency Search

Please search for your Agency with using your Agency Code in the search options below. Once you find your Agency, select it in the search results grid, then click the **Start Filing** button.

Agency Code

Agency Password

Search Result

Agency No.	Agency Name	Agency Address	CITY NAME
Start Filing	344	ARLINGTON HTS PK DIST	410 N ARLINGTON HTS RD ARLINGTN HT

1 - 1 of 1 items

Agency Verify/Update

In the next screen, you will be asked to verify the Agency Information and will be allowed to update Agency or Attorney Representative contact information by clicking on the available checkbox.

2023 Exempt Property Annual Affidavit Filing

Please verify the Agency information

Agency Code	<input type="text" value="344"/>
Agency Name	<input type="text" value="ARLINGTON HTS PK DIST"/>
Address	<input type="text" value="410 N ARLINGTON HTS RD"/>
City	<input type="text" value="ARLINGTN HT"/>
Zip Code	<input type="text" value="600046038"/>

Agency Contact Information

Contact	<input type="text"/>
Phone	<input type="text"/>
Email	<input type="text"/>

Attorney/Representative Contact Information

Contact	<input type="text"/>
Phone	<input type="text"/>
Email	<input type="text"/>

Please check here if you would like to update any of the above contact information.

Reason for Exemption

Please note that it is very important that we have your most recent or accurate contact information on hand, so please review and update as needed.

Once you have completed your review/edits, click **Next** to proceed with the filing.

Please verify the Agency information

Agency Code	<input type="text" value="344"/>
Agency Name	<input type="text" value="ARLINGTON HTS PK DIST"/>
Address	<input type="text" value="410 N ARLINGTON HTS RD"/>
City	<input type="text" value="ARLINGTON HEIGHTS"/>
Zip Code	<input type="text" value="600046038"/>

Agency Contact Information

Contact	<input type="text" value="John Smith"/>
Phone	<input type="text" value="999-999-9999"/>
Email	<input type="text" value="TEST@TEST.COM"/>

Attorney/Representative Contact Information

Contact	<input type="text" value="Jane Smith"/>
Phone	<input type="text" value="333-333-3333"/>
Email	<input type="text" value="TEST132@TEST2.COM"/>

Please check here if you would like to update any of the above contact information.

Property Select

In the **Property Select** section, you will be able to view and select all of the parcels that are under your purview by either entering a range of PINs or by simply clicking the Find Exempt Property(ies). Depending on where we are in the assessment calendar, not all PINs may be available for filing if they are changing to an exempt status as a result of filing with the Board of Review or because we have not received the Illinois Department of Revenue exempt status letter. If you do not see a PIN that you know is part of your portfolio, please contact the Exempt Department via department e-mail at Assessor.Exempt@cookcountyil.gov

Please note that beginning in 2023 you will be required to attest on all PINs, including those that have no changes for the filing year.

Agency Verify/Update
Property Select
Update Property Information
Attachments
Submit

2023 Exempt Property Annual Affidavit Filing

Search for Property(ies) to update property information

Agency Name: ARLINGTON HTS PK DIST
Agency Code: 344

If ownership of a property has changed, the use of the property has changed, the property has been leased or is used by other or the mailing address for the property has changed find the property(ies) below and add it to update the information.

You may search for a PIN range using the below range search option or you may select '**Find Exempt Property(ies)**' to display all the property(ies) associated with your agency.

Note: You are required by law to update the changes to the property/properties owned by your agency.

From: To:

Find Exempt Property(ies)

Search Results

Parcel ID	Property Address	City	Class
<div style="display: flex; justify-content: space-between; align-items: center;"> ◀ 0 ▶ No items to display </div>			

Add Selected Property(ies)

Property(ies) Added

Parcel ID	Property Address	City	Class
<div style="display: flex; justify-content: space-between; align-items: center;"> ◀ 0 ▶ No items to display </div>			

Remove Selected Property(ies)

Previous
Next

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Range Search:

Agency Verify/Update
Property Select
Update Property Information
Attachments
Submit

2023 Exempt Property Annual Affidavit Filing

Search for Property(ies) to update property information

Agency Name: ARLINGTON HTS PK DIST
Agency Code: 344

If ownership of a property has changed, the use of the property has changed, the property has been leased or is used by other or the mailing address for the property has changed find the property(ies) below and add it to update the information.

You may search for a PIN range using the below range search option or you may select 'Find Exempt Property(ies)' to display all the property(ies) associated with your agency.

Note: You are required by law to update the changes to the property/properties owned by your agency.

From: To:

Find Exempt Property(ies)

Search Results

Parcel ID	Property Address	City	Class
03061010060000	4085 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03061010070000	4142 HARVARD AVE	ARLINGTON HEIGHTS	EX
03061030060000	1310 WESTON DR	ARLINGTON HEIGHTS	EX
03061050340000	1928 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03062070330000	10 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03062070370000	82 KINGSLEY DR	ARLINGTON HEIGHTS	EX
03062230180000	512 ASHFORD LN	ARLINGTON HEIGHTS	EX

« 1 »
1 - 7 of 7 items

Add Selected Property(ies)

Property(ies) Added

Parcel ID	Property Address	City	Class
No items to display			

Remove Selected Property(ies)

Previous
Next

Find Exempt Property(ies) Search:

Agency Verify/Update
Property Select
Update Property Information
Attachments
Submit

2023 Exempt Property Annual Affidavit Filing

Search for Property(ies) to update property information

Agency Name: ARLINGTON HTS PK DIST
Agency Code: 344

If ownership of a property has changed, the use of the property has changed, the property has been leased or is used by other or the mailing address for the property has changed find the property(ies) below and add it to update the information.

You may search for a PIN range using the below range search option or you may select 'Find Exempt Property(ies)' to display all the property(ies) associated with your agency.

Note: You are required by law to update the changes to the property/properties owned by your agency.

From: To:

Find Exempt Property(ies)

Search Results

Parcel ID	Property Address	City	Class
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03061010060000	4085 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03061010070000	4142 HARVARD AVE	ARLINGTON HEIGHTS	EX
03061030060000	1310 WESTON DR	ARLINGTON HEIGHTS	EX
03061050340000	1928 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03062070330000	10 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03062070370000	82 KINGSLEY DR	ARLINGTON HEIGHTS	EX
03062230180000	512 ASHFORD LN	ARLINGTON HEIGHTS	EX
03074010120000	2819 MITCHELL AVE	ARLINGTON HEIGHTS	EX
03074010140000	2913 MITCHELL AVE	ARLINGTON HEIGHTS	EX

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1 - 10 of 167 items

Add Selected Property(ies)

Property(ies) Added

Parcel ID	Property Address	City	Class
No items to display			

Remove Selected Property(ies)

Previous
Next

© 2023 Tyler Technologies

To select properties for review and/or update, you can click on the parcel and then **Add Selected Properties** to include in the Property(ies) Added section. To select multiple properties, simply click on the first record and hold the Shift key while simultaneously selecting the last record on the grid for the range you would like to review.

Single PIN selection

Search Results

Parcel ID	Property Address	City	Class
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03061010060000	4085 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03061010070000	4142 HARVARD AVE	ARLINGTON HEIGHTS	EX
03061030060000	1310 WESTON DR	ARLINGTON HEIGHTS	EX
03061050340000	1928 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03062070330000	10 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03062070370000	82 KINGSLEY DR	ARLINGTON HEIGHTS	EX
03062230180000	512 ASHFORD LN	ARLINGTON HEIGHTS	EX
03074010120000	2819 MITCHELL AVE	ARLINGTON HEIGHTS	EX
03074010140000	2913 MITCHELL AVE	ARLINGTON HEIGHTS	EX

1 - 10 of 167 items

[Add Selected Property\(ies\)](#)

Property(ies) Added

Parcel ID	Property Address	City	Class
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS	EX

1 - 1 of 1 items

[Remove Selected Property\(ies\)](#)

Multiple PIN Selection

Search Results

Parcel ID	Property Address	City	Class
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03061010060000	4085 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03061010070000	4142 HARVARD AVE	ARLINGTON HEIGHTS	EX
03061030060000	1310 WESTON DR	ARLINGTON HEIGHTS	EX
03061050340000	1928 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03062070330000	10 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03062070370000	82 KINGSLEY DR	ARLINGTON HEIGHTS	EX
03062230180000	512 ASHFORD LN	ARLINGTON HEIGHTS	EX
03074010120000	2819 MITCHELL AVE	ARLINGTON HEIGHTS	EX
03074010140000	2913 MITCHELL AVE	ARLINGTON HEIGHTS	EX

1 - 10 of 167 items

[Add Selected Property\(ies\)](#)

Property(ies) Added

Parcel ID	Property Address	City	Class
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS	EX

1 - 1 of 1 items

Search Results

Parcel ID	Property Address	City	Class
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03061010060000	4085 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03061010070000	4142 HARVARD AVE	ARLINGTON HEIGHTS	EX
03061030060000	1310 WESTON DR	ARLINGTON HEIGHTS	EX
03061050340000	1928 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03062070330000	10 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03062070370000	82 KINGSLEY DR	ARLINGTON HEIGHTS	EX
03062230180000	512 ASHFORD LN	ARLINGTON HEIGHTS	EX
03074010120000	2819 MITCHELL AVE	ARLINGTON HEIGHTS	EX
03074010140000	2913 MITCHELL AVE	ARLINGTON HEIGHTS	EX

1 - 10 of 167 items

[Add Selected Property\(ies\)](#)

Property(ies) Added

Parcel ID	Property Address	City	Class
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03061010060000	4085 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03061010070000	4142 HARVARD AVE	ARLINGTON HEIGHTS	EX
03061030060000	1310 WESTON DR	ARLINGTON HEIGHTS	EX
03061050340000	1928 SCHAEFER RD	ARLINGTON HEIGHTS	EX
03062070330000	10 KENNICOTT AVE	ARLINGTON HEIGHTS	EX
03062070370000	82 KINGSLEY DR	ARLINGTON HEIGHTS	EX
03062230180000	512 ASHFORD LN	ARLINGTON HEIGHTS	EX
03074010120000	2819 MITCHELL AVE	ARLINGTON HEIGHTS	EX
03074010140000	2913 MITCHELL AVE	ARLINGTON HEIGHTS	EX

1 - 10 of 10 items

[Remove Selected Property\(ies\)](#)

Please note that the PINs from the selection grid will no longer be highlighted once they have been added to the review list; you can also remove a PIN or list of PINs from the review list following the same steps above and clicking Remove Selected Property(ies).

Once you have selected the desired properties, click **Next** confirm no changes to the properties (new for 2023) or report changes.

Update Property Information

In the Update Property Information tab, you will be able to review the previously selected PINs and report whether there has been a change/no change in use or leased/license information.

To begin, select a parcel from the grid of the previously selected PINs by clicking on the parcel. When you click on the parcel, you will see the Agency Name, Property Location, City and Zip Code in the Primary Information Section.

2023 Exempt Property Annual Affidavit Filing

Please verify and update the required information for the selected Property/Properties

Parcel ID	Property Address	City
03061000100000	3160 KENNICOTT AVE	ARLINGTON HEIGHTS
03061010060000	4085 SCHAEFER RD	ARLINGTON HEIGHTS
03061010070000	4142 HARVARD AVE	ARLINGTON HEIGHTS
03061030060000	1310 WESTON DR	ARLINGTON HEIGHTS
03061050340000	1928 SCHAEFER RD	ARLINGTON HEIGHTS
03062070330000	10 KENNICOTT AVE	ARLINGTON HEIGHTS
03062070370000	82 KINGSLEY DR	ARLINGTON HEIGHTS
03062230180000	512 ASHFORD LN	ARLINGTON HEIGHTS
03074010120000	2819 MITCHELL AVE	ARLINGTON HEIGHTS
03074010140000	2913 MITCHELL AVE	ARLINGTON HEIGHTS

1 - 10 of 10 items

Go through each record from the above list and update required information for each property that you have added

Primary Information

Property PIN:

Agency Name:

Property Location:

City:

Zip Code:

No Change in Ownership and/or Use

Change in Ownership and Use

If ownership or use of a property has changed, check applicable boxes below:

Change of Ownership Change of Use

Leased or Licensed

If property is leased or licensed, please check the applicable boxes below:

New Lease/License Extended Lease/License Amended Lease/License Terminated Lease/License

If there are no changes to report on the selected parcel, you will be required to click on the “No Change in Ownership and/or Use” box. **Please note that beginning in 2023, you will be required to provide a status on all parcels, whether there has been a change or not; you will not be allowed to submit the application without selecting either “No Change”, “Change in Ownership” or “Change in Use”.**

No Change in Ownership and/or Use

If there are no changes to report on any of the selected PINs, please follow the step above on all of your PINs and proceed directly to the **Submit** tab.

If you are reporting either a Change in Ownership or a Change in Use on a parcel, please select the correct status box. Please be advised that you must attached any documentation in support of the changes in the

Attachment tab of the application. **Failure to do so will invalidate your 2023 Affidavit submission for the affected PIN(s).**

<p>Change in Ownership and Use</p> <p>If ownership or use of a property has changed, check applicable boxes below:</p> <p><input type="checkbox"/> Change of Ownership <input type="checkbox"/> Change of Use</p>

Follow the same step as above for any selected PINs that have experienced a change in ownership and/or use. As a reminder, it is recommended that if you are reporting properties with changes for the current assessment year that are impacted by the same supporting documents (for example, a deed that includes several properties or leaseholds being terminated on the same leasehold termination document), that these be filed together in a single submission and/or separately from other properties.

If the parcel is leased or licensed, you will need to select the type of lease transaction being made.

<input type="checkbox"/> New Lease/License	<input type="checkbox"/> Extended Lease/License	<input type="checkbox"/> Amended Lease/License	<input type="checkbox"/> Terminated Lease/License
--	---	--	---

Based on your selection, you will be required to provide lease information for that parcel and specific documentation in support of that status. Please note that a red asterisk will denote fields that you are required to provide information for based on your previous selection.

Percentage of Partial Exemption	<input type="text" value=""/>	%
Square footage of lease area	<input type="text" value=""/>	
Tenant Name	<input type="text" value=""/>	
Tenant contact address	<input type="text" value=""/>	
Tenant Phone	<input type="text" value=""/>	
Tenant Email address	<input type="text" value=""/>	
Start date of lease	<input type="text" value="MM/DD/YYYY"/>	
End date of lease	<input type="text" value="MM/DD/YYYY"/>	

Required fields based on the selection of **New Lease/License**:

Leased or Licensed

If property is leased or licensed, please check the applicable boxes below:

New Lease/License Extended Lease/License Amended Lease/License Terminated Lease/License

Percentage of Partial Exemption %

Square footage of lease area

Tenant Name

Tenant contact address

Tenant Phone

Tenant Email address

Start date of lease

End date of lease

Document Upload: If you checked any box in the Change in Ownership and Use or Leased or Licensed sections, you are required to upload document(s) in the appropriate section of the attachments tab. **Failure to do so will invalidate your 2023 Affidavit submission for the affected PIN(s).**

- a. Document Upload must be submitted in PDF format only.
- b. Write the PIN on the Document(s) before scanning into PDF or type the PIN before you create the PDF.
- c. For faster processing, please note the Property Index Number (PIN) on the Lease or License before scanning and uploading it.

Please proceed with steps above if submitting an update for a parcel that is in a lease/license from your original selection.

Attachments

You can upload and attach required and/or supporting documentation for your annual affidavit parcel submission. The documents referenced below will be required based on selections made at the **Update Property Information** or based on statutory and/or local ordinance requirements. Those required based on selections made and/or Cook County Assessor procedures will have a red asterisk near the attachment document type.

*** - You must attach at least one document in this category.**

Agency Verify/Update Property Select Update Property Information **Attachments** Submit

Affidavit of Use

[Click Here](#) to download the form.

(Max Size: 10M, Max Attach: 5, File Types Allowed: doc(x), xls(x), pdf, txt, gif, jpg, png, tiff)

Current Attachments:

Filename	Size (kb)
Attach more files for this category:	

Select files...

Amendment to the Articles of Incorporation changing the name (if the current name is different)

(Max Size: 10M, Max Attach: 5, File Types Allowed: doc(x), xls(x), pdf, txt, gif, jpg, png, tiff)

Current Attachments:

Filename	Size (kb)
Attach more files for this category:	

Select files...

Applicable Division (if Continuing Use Affidavit is received)

(Max Size: 10M, Max Attach: 5, File Types Allowed: doc(x), xls(x), pdf, txt, gif, jpg, png, tiff)

Current Attachments:

Filename	Size (kb)
Attach more files for this category:	

Select files...

Block Cover (if there is an older division, multiple divisions, or if copy of division is not available)

(Max Size: 10M, Max Attach: 5, File Types Allowed: doc(x), xls(x), pdf, txt, gif, jpg, png, tiff)

Current Attachments:

Filename	Size (kb)
Attach more files for this category:	

Select files...

Cook County Board of Review Exemption Decision for Land Bank Properties

(Max Size: 10M, Max Attach: 5, File Types Allowed: doc(x), xls(x), pdf, txt, gif, jpg, png, tiff)

Current Attachments:

Filename	Size (kb)
Attach more files for this category:	

Attach more files for this category:

Each Attachment type provides information regarding the maximum size of the attachment, maximum total of attachments per category and file types accepted.

Affidavit of Use

[Click Here to download the form.](#)

(Max Size: 10M, Max Attach: 5, File Types Allowed: doc(x), xls(x), pdf, txt, gif, jpg, png, tiff)

Current Attachments:

Filename	Size (kb)
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Please note that if an individual attachment is larger than the maximum size available, please break up your document into no more than 10 individual parts and upload them separately. Make sure to include in the name of your document what part of the total that particular portion is (example: 1 of 5).

Once you have completed uploading your required and/or supporting documents, please click **Next** to proceed.

Submit

Once you have completely filled out all of the required sections of your filing and attached all of the documents in support of your statuses, you will be able to submit your filing.

Please be advised that once you have clicked Submit, you will not be able to make changes or add additional documentation to the present filing.

2023 Exempt Property Annual Affidavit Filing

Submit

Legal Notice

By clicking submit below, the filer of the form certifies and attests to the accuracy of all of the information provided in the form, either from personal knowledge or from knowledge derived from others whom the filer has ascertained do have personal knowledge of the information provided in the form. Additionally, the filer certifies that he or she has reviewed all of the information provided and certifies that the information provided accurately represents the facts pertaining to the leasing or rental of the real estate in question. The filer acknowledges that filing false or fraudulent information with the Assessor's office with the intent to defeat or evade the law in relation to the assessment of property is a Class A misdemeanor under section 25-40 of the Property Tax Code, 35 ILCS 200/25-40.

All submitted applications are subject to review in accordance with applicable law and the policies of the Cook County Assessor's Office. If any information you have provided on this application changes, you must notify the Cook County Assessor's Office immediately. We recommend that you keep a copy of this application for your records.

PLEASE BE ADVISED THAT ONCE YOU CLICK SUBMIT, YOU WILL NOT BE ABLE TO MAKE CHANGES OR ADD ADDITIONAL DOCUMENTS TO THIS FILING.

I declare that everything being reported is accurate as of the date of filing and that I am aware that the submission being filed only covers the set of PINs currently being filed against.

By typing my name here, I agree that the information contained in this application is accurate and complete to the best of my knowledge and that I am an agent/contact on record authorized to act on behalf of the reporting agency.

Name:

Phone:

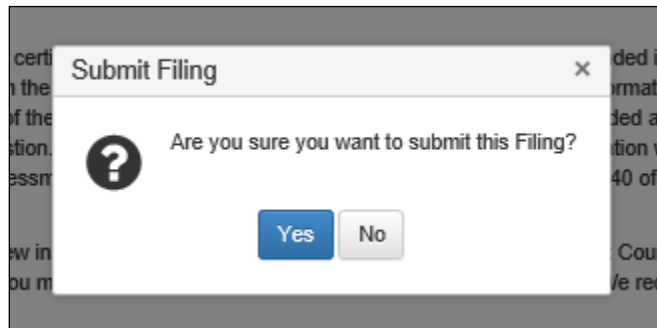
Email:

Type your name as your Electronic Signature and provide a reachable phone number. You will still be able to Cancel and/or Print Draft of your filing for review prior to clicking Submit.

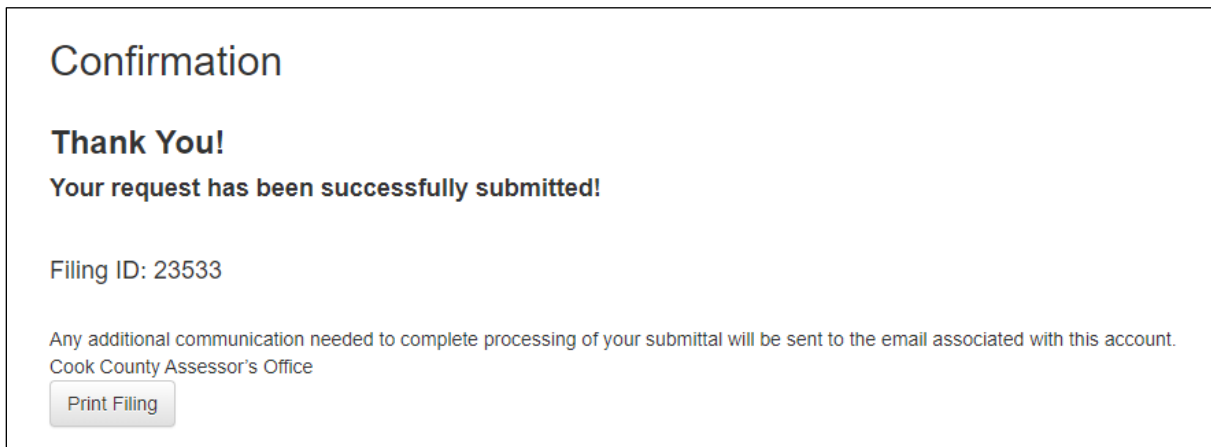
You will receive a message indicating whether you would like to submit your filing; at this point, if you do not have all of your required documentation, it is recommended that you instead save your filing to return to complete at a later time or submit your filing with all pre-requisite documentation and upload any additional documentation in support of your Annual Affidavit filing at a later time.

It will be your responsibility as the Filer to return to complete the filing if it is saved in the My Filings section; you will not receive any reminder from CCAO or from the online application.


Click on Yes if you want to submit your filing.



Once you have clicked **Yes**, you will receive a confirmation message indicating that your filing was submitted.



You will also receive an email with the same information to the email address that you used for registration purposes. You will be able to access your filing directly by clicking on the link in the filing:

 Wed 3/15/2023 3:54 PM
DoNot Reply
Exempt Property Application - SUBMITTED Filing ID#23533

To

Your Exempt Property Application filing ID# 23533, has been Submitted.

If you have any questions, please contact the Cook County Assessor's Office as follows:

Phone: (312) 443-7550

Email: Assessor.Exempt@cookcountyil.gov

To review your filing click the link below or copy and paste the link into your browser.
<https://propertytaxfilings-tst.cookcountyil.gov/Filing/FilingInstance/Status/6e7ca0a5-3461-4584-bbb0-ab72c41d99ab>

Thank you,

Cook County Assessor's Office

Or going to the My Filings section of your account:

My Filings

To view a filing, click on it below.

Annual Exempt Affidavit or Change Filing (2023)

Filing Id 23533
Created 03/15/2023 3:28 PM
Modified 03/15/2023 3:54 PM
Status Submitted and Pending Review
Primary Keys Agency Name: ARLINGTON HTS PK DIST Agency Code: 344

The Cook County Exempt Department will reach out to you if there are any issues with your submission.