



# VILLAGE OF BROOKFIELD

## Application for Municipal Debt Satisfaction Certificate

Per Village Ordinance 2021-53, all real estate transfers must be accompanied by certification that the seller has satisfied all debts owed to the Village of Brookfield. Upon receiving this application, the Village will prepare for the seller a report detailing all outstanding debts that must be paid in order to receive a Municipal Debt Satisfaction Certificate. Once issued, the Certificate will be valid for 30 days.

**This application and the required \$10 processing fee must be submitted to the Finance Department at least 7 business days prior to closing.**

This property is:  Residential  Commercial

Seller's Name

Property Address

Phone Number

Email Address

Utility Account Number

Closing Date

Buyer's Name

By signing below, I acknowledge that I must satisfy all debts determined to be owed to the Village of Brookfield in order to receive my Municipal Debt Satisfaction Certificate and allow my transfer of deed to be recorded

Seller's Signature \_\_\_\_\_ Date \_\_\_\_\_

FOR OFFICE USE ONLY

**Utility Billing** Prior Balance: \$ \_\_\_\_\_

Final Bill: \$ \_\_\_\_\_ Total Due: \$ \_\_\_\_\_

**Finance** \_\_\_\_\_ \$ \_\_\_\_\_

**CEDD**  Resale Cert  Village Inspection

\_\_\_\_\_ \$ \_\_\_\_\_

**Police** \_\_\_\_\_ \$ \_\_\_\_\_

**Other** \_\_\_\_\_ \$ \_\_\_\_\_

**Total Owed** \$ \_\_\_\_\_